

THE MAHARASHTRA STATE CO-OP. BANK LTD., MUMBAI
(Incorporating the Vidarbha Co-op. Bank Ltd.)
Scheduled Bank

Sir Vitthaldas Thackersey Memorial Building,
9, Maharashtra Chamber of Commerce Lane,
Fort, Mumbai - 400 001.

REQUEST FOR PROPOSAL

**FOR SUPPLY AND INSTALLATION OF SAFE DEPOSIT LOCKERS AND RATE
CONTRACT FOR SUPPLY OF GODREJ MAKE SPECIFIED LOCKERS CABINETS**

Last date for submission of sealed RFP : **Before 5.00 PM on 28.09.2017**

Opening of Technical bid at 11:30 AM on 29.09.2017

Sealed RFP document to be submitted to:

THE MAHARASHTRA STATE CO-OP. BANK LTD., MUMBAI
(Incorporating the Vidarbha Co-op. Bank Ltd.)
Scheduled Bank

Sir Vitthaldas Thackersey Memorial Building,
9, Maharashtra Chamber of Commerce Lane,
Fort, Mumbai - 400 001
Phone No. 022- 22800592/562

Name and address of the Supplier to whom issued:

RFP Invitation for Supply of Safe Deposit Lockers

Sealed RFP (Technical & Commercial) are invited for the supply of safe deposit lockers at our Manewada, Dighori, Dharampeth, Chhota Tajbaug Branches Nagpur & Amravati Branch.

Technical Bid:-

1	Name of work	Supply & Installation of Godrej make safe deposit lockers as per the details mentioned in this RFP documents.
2	Availability of RFP documents	RFP may be downloaded from the Bank's website: www.msrbank.com
3	Date & Time where RFP forms are available	From 08.09.2017 to 28.09.2017 upto 5.00 p.m. The Joint Manager, (G.A.D.) The Maharashtra State Co-op. Bank Ltd., 3rd Floor, Sir Vitthaladas Thakersey Mem. Building, 9, Maharashtra Chamber of Commerce Lane, Fort, Mumbai- 400001. Phone-022-22800592/562.
4	Time & Last date of submission of RFP	upto 5.00 p.m. on 28.09.2017
5	Address for submission of RFP / contact person / telephone no	The Joint Manager, (G.A.D.) The Maharashtra State Coop. Bank Ltd., 3rd Floor, Sir Vitthaladas Thakersey Mem. Building, 9, Maharashtra Chamber of Commerce Lane, Fort, Mumbai- 400001. Phone-022-22800592/562.
6	Date, Time & Place of opening of RFP and contact details:	Opening of RFP 29.09.2017 time 11.30 a.m. The Joint Manager, (G.A.D.) The Maharashtra State Coop. Bank Ltd., 3rd Floor, Sir Vitthaladas Thakersey Mem. Building, 9, Maharashtra Chamber of Commerce Lane, Fort, Mumbai-400001. Phone-022-22800747/592/562.
7	Quantum of Earnest Money Deposit <EMD>	Rs.25,000/- D.D. in favour of The Maharashtra State Co-op Bank Ltd., Fort, Mumbai- 400001
8	Terms of payment of bills	Payment on execution of work as per workorder by Bank.
9	Stipulated time for completion of work	Three weeks
10	Penalty clause liquidated damages	In case of delay, a penalty @ Rs 1000/- per day
11	Validity period of RFP	One year
12	Taxes	Rates quoted should be inclusive of all taxes, GST & Other charges like installation, transportation loading unloading etc.
13	Electronic payment	Details such as account holder's name, name of Bank, name of branch, account number, IFSC code etc. to be furnished to make electronic payment
14	BIS License No.	Details of BIS License should be quoted and copy of the same should be enclosed.
15	Local Service Centre Details	Please furnish the details of local service center with address, contact number.
16	Details of Contact person	Please furnish the details of contact person in case of any clarifications required.
17	Turnover	OEM should have turnover of Rs 500 crores in last three years
18	Work experience	OEM (original equipment manufacturer) should have manufactured more than 5000 lockers for the last three consecutive financial years 2014-15, 2015-16, 2016-17 (CA certificate to be attached). Also OEM company should exist for 25 years in the same business.

COMPLIANCE OF TECHNICAL BID :

1. Name of the Company
2. Address & Contact person
3. BIS License No. & documentary evidence of same
4. Work order copies of last three years
5. Turnover of last three years with copy of Balance sheet.
6. Earnest Money Deposit Rs.25,000/-
7. PAN No. Sales tax no.
8. Business Registration copy
9. GST No.

Bank reserves the right to cancel / postpone the RFP at any stage without assigning any reason.

The RFP should be in a sealed cover with the name of the work and the details of hardware items clearly written on the sealed covers.

**Joint Manager
(General Administration)**

COMMERCIAL BID:

SUPPLY AND INSTALLATION OF SPECIFIED LOCKERS

Sr. No.	Particulars	Total Qty. of lockers	No. of Cabinet	Rate per unit in INR
1	Safe Deposit Locker- 75 SDL Type 1 (66-A,6-C,3-F) Std. SDL For our Amravati Branch	75	1	Rs.
2	Safe Deposit locker -60 SDL Type 2 B (60-B) Std. SDL For our Manewada Branch	60	1	Rs.
3	Safe Deposit locker -90 SDL Type 1A (90-A) Std. SDL For our Dighori Branch	90	1	Rs.
4	Safe Deposit Locker-12 SDL Type H/SP/12/ (12-H) Non Std. SDL For our Dharampeth Branch	12	1	Rs.
5	Safe Deposit locker -60 SDL Type 2 B (60-B) Std. SDL For our Chhota Tajbaug Branch	60	1	Rs.
	TOTAL		5	Rs.

No negotiation will be held in this context, so suppliers are requested to offer competitive price.

DATE :-

Signature & Seal of Proposer

Terms and Conditions:

- Test Certificates to be submitted as per details mentioned above.
- In case the dealer is participating in the RFP, the authentication certificate from the manufacturer should be enclosed.
- While filling the rate per unit and amount in words, if any difference is observed, the amount quoted in words will prevail.
- The lockers to be marked with standard mark (i.e. certification marking)
- Should submit the relevant catalogues, BIS license, ARAI, CBRI and any other authorized test certificates.
- The keys shall be marked with an identification number which shall not be same as the serial number of the vault door.
- All the proposers are advised to quote for their class, which have equivalent features that are in the above class supported by brochures.
- Rates quoted should be inclusive of the following:
 - GST and all applicable taxes.
 - Transportation charges, loading and un-loading
 - Installation & commissioning charges
 - Accessories and arranging test and certificates etc.
- The firms should quote rates in their letter head, duly signing this letter in token of acceptance of terms and conditions.
- Bank reserves the right to place the order with L-1 Bidder / any other bidder item wise depending on merits. Decision of Bank in this regard shall be final and is to be bound by all the vendors. In case of L-1 bidder is unable to supply the items within the stipulated period, Bank may place the order with L-2 or any other bidder who matches the price of L-1.
- The details of branch addresses shall be provided along with the purchase order with respective vendor.
- The lockers along with cabinet should be installed in the Bank premises without causing any damage to furniture, civil works and electrical installations of branch premises. If any damage is caused by agency while installation, it should be repaired by Agency at their own cost failing which cost of damages will be recovered from the bills payable to agency.
- In addition to Indian standards, the supplier should follow RBI's specifications.
- Conditional bids will be rejected.

- Proposers should quote in figures as well as in the words, the rates and amount tendered by them.
- The acceptance of a RFP will rest with the competent authority, who does not bind himself to accept the lowest RFP and reserves to himself the authority to reject any or all of the RFP received, without assigning any reasons. All RFP in which any of the prescribed conditions are not fulfilled, or are incomplete in any respect are liable to be rejected.
- Order may not be placed at a single instance by Bank. Rather, multiple orders may be placed in small quantities as & when Bank requires depending on the site readiness within a period of 3 months from date of placing first order.
- It may be noted that Bank is not bound to place order for all items
- Duly filled complete RFP documents bearing signature of authorized signatory on all pages of complete RFP documents (otherwise liable to be rejected) shall be submitted in sealed cover addressed to The Joint Manager, General Administration Dept., The Maharashtra State Coop Bank Ltd., Fort, Mumbai. on or before the last date & time stipulated above.
- The name of the work should be clearly superscribed on the sealed cover. No paper / sheet should be altered in or detached from the RFP documents issued. The RFP shall be liable for rejection, if any one of the above said requirements has not been complied with.
- All prices to be quoted in Indian Rupees only.
- Vendor should submit their quote for all items mentioned in the RFP document.
- In case of any dispute, the jurisdiction will be in the courts of Maharashtra only.
- Technical bid & commercial bid should be submitted in separate two envelopes & should be subscribed on the respective envelope.
- Proposers should submit the RFP in given format only.
- Vender should not be blacklisted from any of the Nationalized Bank's or Financial Institution.

Joint Manager
(General Administration)

Dated Signature of Agency with Seal.

RATE CONTRACT FOR SUPPLY OF SPECIFIED LOCKERS

Sr. No.	Particulars	Total Qty. of lockers	No. of Cabinet	Rate per unit in INR
1	Safe Deposit Locker- 75 SDL Type 1 (66-A,6-C,3-F)	75	1	Rs.
2	Safe Deposit Locker- 90 SDL Type 1 A (90-A)	90	1	Rs.
3	Safe Deposit Locker- 51 SDL Type 2 (46-B,2-E,2-H, 1-H1)	51	1	Rs.
4	Safe Deposit locker -60 SDL Type 2 B (60-B)	60	1	Rs.
5	Safe Deposit locker -32 SDL Type 3 (28-D, 2-G, 2-L)	32	1	Rs.
6	Safe Deposit locker -45 SDL Type 1 C (45-C)	45	1	Rs.
7	Safe Deposit locker -21 SDL Type 1F (21-F)	21	1	Rs.
8	Safe Deposit Locker-40 SDL Type 3D (40-D)	40	1	Rs.
9	Safe Deposit locker -20 SDL Type 3G (20-G)	20	1	Rs.
10	Safe Deposit locker -10 SDL Type L2 (10-L2)	10	1	Rs.
11	Safe Deposit locker -18 SDL Type 1A/UB (18-A)	18	1	Rs.
12	Safe Deposit locker -24 SDL Type 1A/UB (24-A)	24	1	Rs.
13	Safe Deposit locker -30 SDL Type 1A/UB (30-A)	30	1	Rs.
14	Safe Deposit locker -12 SDL Type H/SP (12-H)	12	1	Rs.
15	Safe Deposit locker -24 SDL Type E/SP (24-E)	24	1	Rs.
16	Safe Deposit locker -30 SDL Type H1/SP (30-H1)	30	1	Rs.

Locker Cabinete Rates Valid for One Year. No escalation is permitted for any reason.

DATE :-

Signature & Seal of Proposers

