

Ref: CO/ITD/CNW/604/R1/2018-19

10/09/2018

REQUEST FOR PROPOSAL (RFP)
FOR
SUPPLY, INSTALLATION AND MAINTENANCE OF
8 ROUTERS

INFORMATION TECHNOLOGY DEPARTMENT,
INDIAN BANK, CORPORATE OFFICE,
254-260, AVVAI SHANMUGAM SALAI CHENNAI – 600014



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018****Table of Contents**

Section	Particulars	Page No.
I	INVITATION FOR BIDS	3
II	DESCRIPTION AND GUIDELINES	5
III	INSTRUCTIONS TO BIDDERS	8
IV	CONDITIONS OF CONTRACT	15
V	BID FORM, PRICE SCHEDULES AND OTHER FORMATS	25



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018****SECTION – I
INVITATION FOR BIDS (IFB)**

1. Indian Bank is a premier Nationalized Bank with over 2800 Branches, 3400 ATMs plus BNAs and having a business of above Rs. 3,70,000 Crores. The bank had been a forerunner in absorption of technology and has many first to its credit in implementation of IT in banking. The Bank has overseas presence through Branches in Singapore, Colombo & Jaffna and has reciprocal arrangements with various Foreign Banks across the globe. Core Banking Solution has been implemented in all the Branches. The bank has introduced Debit cards, Credit cards and exclusive credit card "Bharat Card" for common man – first of its kind in the banking industry. Banking services are offered through multiple delivery channels like ATM, Internet Banking, Tele banking, Mobile banking, etc. Bank is also partnering various e-governance initiatives of GoI and State Governments.
2. The Bank invites bids from eligible bidders for supply, installation and maintenance of 8 routers.
3. The cost of the bid document is Rs.5,000/-(Rupees Five thousand only). The amount has to be paid by way of a Demand Draft (DD) favouring INDIAN BANK payable at Chennai. Cost of bid documents should be paid at the time of pre-bid meeting. Bidders who do not attend the pre-bid meeting can submit the DD along with technical bid.

Further information can be had from the bank at the address given below from 10.00 to 17.00 hours on all working days.

**Information Technology department,
Indian Bank, Head Office, 2nd floor,
66, Rajaji Salai, Chennai – 600001
Phone Nos. 044-2527 9813/14,2526 9720**

E-mail: KEERTHIVASAN.P@indianbank.co.in
prapoorna.kota@indianbank.co.in
saravana.kumar@indianbank.co.in
rahul.bahuleyan@indianbank.co.in

4. Bids must be delivered to the address given below, at or **before 15.00 hours IST on 09/10/2018** and must be accompanied by a **Bank Guarantee of INR 1,00,000/-(One lakh only)**.

**Chief Manager
Indian Bank, Corporate Office,
Expenditure Department, First Floor, A Wing
254-260, Avvai Shanmugam Salai,
Royapettah, Chennai, Pin 600 014**

Late Bids will be rejected. **Part I (Technical Bid) will be opened** for evaluation by the Bank **at 15:30 Hours on 09/10/2018** in the presence of the bidders. All bidders are requested to send their representatives to attend the bid opening process.



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018****5. Please note that**

- i. The cost of preparing the bids, including visit / visits to the Bank is not reimbursable.
- ii. The Bank is not bound to accept any of the proposals submitted and the bank has got the right to reject any proposal/annul the tendering process without assigning any reason therefor.
- iii. The Bank can extend the last date for submission of bid.
- iv. The Bank reserves the right to increase or decrease the quantities mentioned in the bidding document up to an extent of 25% of quantity mentioned in the bid
- v. Bank reserves the right to negotiate with lowest bidder for further reduction in price under exceptional circumstances.
- vi. Interested Bidders who has submitted the bid, may send their Representative to participate in the Bid Opening Process. After technical evaluation, only the eligible Bidders will be communicated of the date and time of Online Reverse Auction Process, Business Rules for the Auction and the details of the Agency who shall conduct the Reverse Auction.
- vii. All pages of the Bid document, Clarifications/Amendments if any should be sealed and signed by the Authorized Signatory and kept with technical bid. A certificate to the effect that the Authorized Signatory has authority to bind the company should also be attached along with the technical bid.

About Bank's Network

Indian Bank, a Public Sector Bank, has networked all the Branches and implemented Core Banking Solution. All Branches are connected through Wide Area Network.

Details about design:

- The Branches are connected to BSNL MPLS cloud primarily through a leased line backed up with MPLS/GPRS/VSAT links. The bandwidth of the leased line is 2 Mbps normally and range up to 10 Mbps. Bank has provided additional leased line connectivity to select branches from other Telecom Service providers. Some of the branches where the leased line is not feasible are connected using VSAT. The Branches/Offsite ATMs are having Cisco 819, 1905, 1921, 1941, 2911 and 4221 Router.
- Zonal Office is connected to the Data Centre and DR site with 10 Mbps bandwidth through BSNL MPLS Cloud using Cisco 2911 and 1941 Routers.
- **Security:** All the Branch/ATM Routers are provided with 3DES, AES encryption facility to encrypt the data going out of the Branch. At the Data Centre, a VPN concentrator is provided to decrypt the data received from the Branches.



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018****SECTION – II****DESCRIPTION AND GUIDELINES**

S.NO	Particulars	Page No.
1	DESCRIPTION	6
2	QUALIFICATION CRITERIA	6
3	DELIVERABLES FROM THE BIDDERS	6
4	TIMEFRAME FOR COMPLETION OF PROJECT	7



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018****1. DESCRIPTION**

- 1.1 The name of the assignment is '**Supply, Installation and Maintenance of 8 routers.**
- 1.2 The Bid is for supply of 8 routers to connect Corporate Office & Head Office to Wide Area Network.
- 1.3 The description and the objectives of the Assignment are
 - The Bidder has to supply, install and maintain the branch routers
 - Configure the routers as per the Bank's requirement during the installation and replacement/repair.
 - The routers to be covered under warranty for five years

2. QUALIFICATION CRITERIA FOR BIDDERS

- The Bidder should be a Public/ Private Limited Company and should be in existence in India for the last 5 years (as on 30.06.2018).
- The Bidder should be minimum premier certified partner of the OEM for supply and support of the equipment in India.
- The Bidder should have earned Net Profit during last three financial years of the Bidder 2015-16,2016-17,2017-18.
- The Bidder's yearly turnover should be more than Rs.20 crores during last three financial years of the bidder 2015-16,2016-17,2017-18.
- The Bidder should not have been blacklisted by any Government Dept / PSU / Banks currently.

The bidder should submit proof for all points indicated above. Bids, which are not meeting the above criteria, is liable for rejection.

3. DELIVERABLES FROM THE BIDDERS

- a) The Bidder should supply brand-new, intact and genuine routers of the OEM as per the specifications in the bid
- b) The routers are to be supplied at Corporate Office and Head Office.
- c) The accessories, literature etc. provided as part of the equipments by the OEM need to be supplied to the Bank.
- d) Should provide warranty for five years whose date will commence from the date of installation or on completion of 90 days from date of delivery, whichever is earlier.
- e) The device if reported faulty / mal-functioning should be rectified either through configuration changes or through replacement with new device. During such events, standby device of equivalent configuration should be placed for restoring the connectivity at the site till the supplied device is made functional or a replacement device is arranged.



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018**

- f) The routers have to be installed by assigning the LAN IPs, access lists, banners, authentication configurations, routing configuration to achieve Leased line connectivity, at the site, based on the template provided by the Bank.
- g) Any upgrade and/or patch released for the software supplied should be ported after considering the stability of the device, free of cost.
- h) After warranty period, AMC for the routers will be payable at mutually agreed rates.
- i) Delay in supply of routers, delay in installation and delay in rectifying issues with routers sought by the Bank will attract liquidated damages, penalty.

4. Timeframe for completion of activities

- The routers are to be supplied at Corporate Office & Head Office. Purchase order for supply of devices will be issued for the entire quantity of equipments called for in the bid. Equipment should be supplied within eight weeks from the date of issue of delivery instruction. The successful bidder should arrange for obtaining Road Permit.
- Installation should be completed within two weeks from the date of delivery for existing locations.



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018****SECTION III - INSTRUCTIONS TO BIDDERS**
Table of Contents

S.NO	Particulars	Page No.
1	PRE-BID MEETING	9
2	AMENDMENT OF BIDDING DOCUMENTS	9
3	DOCUMENTS CONSTITUTING THE BID	9
4	BID SECURITY (Earnest Money Deposit)	10
5	PERIOD OF VALIDITY OF BIDS	11
6	FORMAT AND SIGNING OF BID	11
7	SEALING AND MARKING OF BIDS	11
8	DEADLINE FOR SUBMISSION OF BIDS	11
9	OPENING OF BIDS BY BANK	12
10	CLARIFICATION OF BIDS	12
11	EVALUATION METHODOLOGY	12
12	BANK'S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS	12
13	BID PROPOSAL AND OWNERSHIP	13
14	BID PRICING INFORMATION	13
15	DISCLAIMER	13
16	NEGOTIATION	13
17	SIGNING OF CONTRACT	13
18	PERFORMANCE SECURITY	13
19	INSURANCE	14
20	PROCUREMENT OF DOMESTICALLY MANUFACTURED GOODS	14



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018**

The Bidder is expected to examine all instructions, forms, terms and specifications given in the Bidding Documents. Failure to furnish all information required in the Bidding Documents may result in the rejection of its bid and will be at the Bidder's own risk. Bank will not be responsible for the same.

1. Pre-bid Meeting:

- a. A Pre-bid Meeting is scheduled to be held at the following address at 11.00 hours on **17/09/2018.**

Indian Bank
Head Office, Information Technology Department, 2nd floor,
66, Rajaji Salai, Chennai – 600 001.

In case the Probable Bidder wants to participate in the Pre-bid Meeting to be held on the date specified in this bid, they should register themselves with the Bank by paying the cost of bid document i.e Rs.5,000/- (non-refundable) by way of Demand Draft in favour of Indian Bank payable at Chennai. Only those Bidders or their Representatives (Maximum 2 persons) who have paid the cost of bid document will be allowed to participate in the pre-bid meeting. Such bidders who have submitted DD for attending pre bid meeting are not required to submit the DD for cost of Bid Document along with technical bid.

- b. The purpose of the meeting will be to clarify the doubts raised by the probable bidders.
- c. The Bidder is requested to submit any queries/clarifications to the Bank in the format provided (Section V- Form 11) at least two days before the date of meeting to the following email ids:
KEERTHIVASAN.P@indianbank.co.in,
prapoorna.kota@indianbank.co.in,
saravana.kumar@indianbank.co.in,
rahul.bahuleyan@indianbank.co.in.
- d. The text of the questions raised (without identifying the source of enquiry) and the responses given, together with amendment/s to the bid document, if any, will be ported in our web site and informed to bidders who have raised the queries.

2. Amendment of bidding documents

- 2.1 At any time prior to the deadline for submission of bids, the Bank, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the Bidding Documents by amendment.
- 2.2 The amendments if any, will be published in the Bank's website and will form part of the Bidding document.

3. Documents constituting the bid

The Bid prepared by the Bidder should comprise the following components:

- 3.1 Demand draft for cost of bid document.
- 3.2 Bid security (Earnest Money Deposit)
- 3.3 Technical Bid

In addition to the Hard copy of the documents, a soft copy of the technical bid is also to be submitted. Commercial Bid to be submitted by successful bidder after completion of online reverse auction. An indicative check list is provided in Section V- Format 12.



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018****Any bid document not accompanied by any of the above are liable for rejection.****A. TECHNICAL BID**

The Bidder shall furnish as part of its technical bid, documents establishing the bidder's eligibility to bid and its qualifications to perform the Contract, if its bid is accepted.

For submitting Technical bid, bidders shall use the original section V – format 2 published by the Bank as part of the RFP, which contains Bank's seal.

The documentary evidence of the Bidder's eligibility to bid and qualifications to perform the Contract if its bid is accepted, shall establish to the Bank's satisfaction that, the Bidder has the financial and technical capability necessary to perform the Contract and that, the Bidder meets the qualification requirements.

Note: All the documents and certificates as per Section V – formats 1 to 7 should be submitted along with the technical bid.

Any bid document not accompanied by the above will be rejected.

B. FINANCIAL BID – Breakup details as per format to be submitted by successful bidder after reverse auction.

- i) The price should be quoted in the format attached to this RFP (Format-10 in section-V)
- ii) The price should be firm and not dependent on any variable factors.
- iii) The final price quoted in the bid should be inclusive of all levies, duties etc. and exclusive of taxes.
- iv) No price variation will be accepted for increases in customs/excise duty, other taxes, and foreign exchange rate variation or for any other reasons.
- v) However, any decrease in Government levies, customs, and taxes till the date of invoice have to be passed on to the Bank.
- vi) Cost must be expressed in Indian Rupees.
- vii) TDS as per rules, if applicable, will be deducted from the amount quoted.
- viii) **No commercial information shall be furnished during submission of technical bids.**
- ix) **The bidder should have valid digital certificate to participate in the online reverse auction.**

4. Bid Security (Earnest Money Deposit)

- The Bidder should furnish, as part of its bid, a bid security in the form of a bank guarantee issued by a scheduled commercial bank other than Indian Bank, located in India, in the form provided in the Bidding Documents (format-7 in section V) for a sum of **Rs.1,00,000/- (Rupees One lakh only)** and valid for forty five (45) days beyond the validity of the bid (i.e. 135 days from the last date for submission of Bid).
- Unsuccessful Bidders' bid security will be discharged or returned after the expiration of the period of bid validity prescribed by the Bank or on completion of administrative formalities of the procurement.
- The successful Bidder's bid security will be discharged upon the Bidder signing the Contract and furnishing the performance security.



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018**

- The bidder shall be liable for forfeiture of bid security :
 - a. If a Bidder withdraws its bid during the period of bid validity or
 - b. In the case of a successful Bidder(s), the Bidder(s) fails to sign the Contract with the BANK, or to furnish performance security within the stipulated period.

5. Period of validity of bids

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

6. Format and signing of Bid

- All pages of the bid, except for un-amended printed literature, shall be initialled by the person or persons signing the bid.
- Any interlineations, erasure or overwriting shall be valid only if they are initialled by the person or persons signing the Bid.

7. Sealing and marking of Bids

The Bidder shall seal the bids in separate envelope, duly marking the envelopes as **"Supply, Installation and Maintenance of 8 routers"- PART I (Technical Bid)**.

- The sealed outer envelope shall be addressed to the Bank at the address given below;
**Indian Bank,
Corporate Office,
Expenditure Department,
254-260, Avvai Shanmugam Salai,
Royapettah, Chennai, Pin 600 014**

bear the name **'Supply, Installation and Maintenance of 8 routers - PART I (Technical Bid'** and a statement: **"DO NOT OPEN BEFORE "09/10/2018"**, to be delivered within the time and the date specified below.

8. Deadline for submission of Bids

Deadline for bid submission is: **09/10/2018- 15.00 hours**

- Deadline for bid submission is: **09/10/2018- 15.00 hours**. The bid document along with required enclosures should be submitted either in person or it can be sent by post but it should reach the concerned office on or before **15:00 hrs on 09/10/2018**.
- In the event of the specified date for the submission of bids, being declared a holiday for the Bank, the bids will be received up to the appointed time on the next working day.
- The Bank may, at its discretion, extend this deadline for the submission of bids by amending the Bid Documents, in which case all rights and obligations of the Bank and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
- Any bid received by the Bank after the deadline for submission of bids prescribed by the Bank will be rejected and returned unopened to the Bidder.



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018****9. Opening of bids by Bank**

- The Bank will open the Technical bid in the presence of a committee appointed for the purpose and in the presence of bidders' representatives at **15:30 hours on 09/10/2018.**
- The Bidder's representative who are present shall sign a register evidencing their attendance.
- The Bidders' names, bid modifications or withdrawals and the presence or absence of the requisite bid security and such other details as the Bank, at its discretion, may consider appropriate, will be announced at the bid opening. No bid shall be rejected at bid opening, except for late bids, which shall be returned unopened to the Bidder.

10. Clarification of Bids

During evaluation of the bids, the Bank may, at its discretion, seek clarifications from the Bidder of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.

11. Evaluation Methodology

- Bids will be short-listed based on the qualification criteria specified in the bid.
- The Bank will examine the bids to determine whether they are complete, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.
- The Bank at its discretion may modify any minor criteria in the bid, which does not affect the relative ranking of any Bidder.
- Evaluation may include visit to major locations of the earlier clients of the bidder, and discussion with them.
- The comparison shall be between the price quoted and the bidder who has quoted the lowest will be awarded the contract.
- No extra charges other than those quoted in the Bid will be entertained including Conveyance / Courier etc.

12. Bank's right to accept any bid and to reject any or all bids

The Bank reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected Bidder or Bidders.



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018****13. Bid Proposal and Ownership**

The Bid submitted and all supporting documentation/templates are the sole property of Indian Bank and should not be redistributed, either in full or in part thereof, without the prior written consent of Bank. Violation of this would be a breach of trust and may, inter alia cause the Bidder to be irrevocably disqualified. The proposal and all supporting documentation submitted by the Bidder shall become the property of Indian Bank and will not be returned.

14. Bid Pricing Information

By submitting a signed bid, the Bidder certifies that the Bidder has arrived at the prices in its bid without agreement with any other bidder of this RFP for the purpose of restricting competition. The prices in the bid have not been disclosed and will not be disclosed to any other bidder of this RFP. No attempt by the Bidder, to induce any other bidder to submit or not to submit a bid for restricting competition, has occurred.

15. Disclaimer

The Bank and /or its officers, employees disown all liabilities or claims arising out of any loss or damage, whether foreseeable or not, suffered by any person acting on or refraining from acting because of any information including statements, information, forecasts, estimates or projections contained in this document or conduct ancillary to it whether or not the loss or damage arises in connection with any omission, negligence, default, lack of care or misrepresentation on the part of Bank and/or any of its officers, employees.

16. Negotiation

The Bank reserves the right to further negotiate on the price offered, with the L1 vendor, if the price quoted is found unreasonable or in any exceptional circumstances.

17. Signing of Contract

Within 15 (fifteen) days of acceptance of the Purchase Order, the successful Bidder shall sign and date the Contract and return it to the Bank (Format- 8 in section V). Acceptance of purchase order should be submitted within 5 days of purchase order along with authorization letter.

18. Performance Security

18.1 Within 15 (fifteen) days of the acceptance of purchase order issued for the project by the Bank, the successful Bidder shall furnish the performance security in accordance with the Conditions of Contract, in the Performance Security Form provided in the Bidding Documents (format -9 in Section V) for 10 % of the amount of contract valid for a period of sixty six months (with further one month claim period), in the form of a Bank Guarantee.

18.2 The performance security submitted by the Successful bidder shall be invoked by the Bank as compensation for any loss resulting from the Successful bidder's failure in completing their obligations under the Contract.



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018**

18.3 The performance security will be discharged by the Bank and returned to the Successful bidder not later than thirty (30) days following the date of completion of the Successful bidder's performance obligations under the Contract.

18.4 Failure of the successful Bidder to comply with the requirement of signing of contract and performance Security shall constitute sufficient grounds for annulment of the award and forfeiture of the bid security, in which event the Bank may call for new bids.

19. Insurance

The goods supplied under the Contract shall be fully insured against loss or damage incidental to transportation, storage and erection. The transit insurance shall be for an amount equal to 110 percent of the invoice value of the Goods from "Warehouse to final destination" on "All Risks" basis including War Risks and Strikes.

The Successful bidder should also insure the goods in Indian Territory for the invoice value under Storage cum Erection policy till three months from the date of delivery at the destination. Any damage happen to the routers due to non-availability of storage cum erection policy, the Successful bidder has to bear the losses.

In case of discrepancy in hardware/software supplied, it is successful bidder's responsibility to replace/repair the routers immediately even without recourse to the insurance.

20. Procurement of Domestically Manufactured Goods

Bidder must indicate domestic value addition (in terms of Bill of Material (BOM)) in % to fall under Domestically manufactured Goods category as per guidelines issued by the Government through notification No. 8(78)/2010-IPHW dated 10-02-2012, and No. 33(3)/2013-IPHW dated 23rd December 2013 and subsequent amendments / clarifications.



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018****Section IV - Conditions of Contract****Table of Contents**

S.No	Subject	Page No
1	DEFINITIONS	16
2	OBLIGATIONS OF THE COMPANY	17
3	USE OF CONTRACT DOCUMENTS AND INFORMATION	17
4	PACKING	17
5	DELIVERY AND DOCUMENTS	18
6	INSTALLATION	18
7	WARRANTY	18
8	PAYMENT TERMS	19
9	LIQUIDATED DAMAGES	20
10	TERMINATION FOR DEFAULT	20
11	FORCE MAJEURE	21
12	TERMINATION FOR CONVENIENCE	21
13	SETTLEMENT OF DISPUTES	22
14	LIMITATION OF LIABILITY	23
15	APPLICABLE LAW	23
16	INDEMNITY CLAUSE	23
17	GENERAL TERMS	24
18	COVERAGE OF ALL BANKS UNDER THE EFP & MP ACT 1952	24



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018****1. DEFINITIONS****1.1** In this contract, the following terms shall be interpreted as indicated:

- a. **"Applicable Law"** means the laws and any other instruments having the force of law in India.
- b. **"Bank"** means Indian Bank.
- c. **"Contract"** means the agreement entered into between the Bank and the successful bidder, as recorded in the Contract Form signed by the parties, including all the attachments and appendices thereto and all documents incorporated by reference therein;
- d. **"Contract Price"** means the price payable to the successful bidder under the Contract for the full and proper performance of its contractual obligations;
- e. **"Goods"** means all of the deliverables or other materials which the Company should deliver as per this contract;
- f. **"Party"** means the Bank or the Company, as the case may be and Parties means both of them.
- g. **"Personnel"** means persons the employees of the successful bidder and assigned to the performance of the Services or any part thereof.
- h. **"Project Site"**, where applicable, means the places where equipments will be installed.
- i. **"Services"** means those services ancillary to the deliverables of the Company covered under the Contract.
- j. **"Successful bidder / Successful bidder"** means the company supplying the Goods and Services under this Contract.

1.2 Law governing the Contract

This Contract, its meaning and interpretation, and the relation between the Parties shall be governed by the Applicable Law.

1.3 Language

The contract has been executed in English which shall be the binding and controlling language for all matters relating to the meaning or interpretation of the contract.

1.4 Address for communication

The address of the Bank is:

**Information Technology Department
Indian Bank, Head office, 2nd floor,
66, Rajaji Salai, Chennai -600001
Phone Nos. 044-2527 9813/14, 2526 9720
e-mail : KEERTHIVASAN.P@indianbank.co.in
prapoorna.kota@indianbank.co.in
saravana.kumar@indianbank.co.in
rahul.bahuleyan@indianbank.co.in**

1.5 Notices

Any notice, request or consent made pursuant to this contract shall be in writing and shall be deemed to have been made when delivered in person to an authorised



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018**

representative of the party to whom the communication is addressed, or when sent by registered mail, courier or facsimile to such party at the address specified above.

2. Obligations of the Successful bidder**2.1. Confidentiality**

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

2.2. Reporting obligations

The Successful bidder shall submit to the client the reports and other accounts specified in deliverables within the time limit set forth.

2.3. Documents prepared by the Successful Bidder for this purpose to be the property of the Bank

All reports and other documents submitted by the bidder shall become and remain the property of the Bank and the Company shall, upon termination or expiration of this contract, deliver all such documents to the Bank together with a detailed inventory thereof. The Company may retain a copy of such documents.

The bidder shall not use these documents for purposes unrelated to this contract without the prior written approval of the client.

3. USE OF CONTRACT DOCUMENTS AND INFORMATION

3.1 The Successful bidder shall not, without the Bank's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample or information furnished by or on behalf of the Bank in connection therewith, to any person other than a person employed by the Successful bidder in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.

3.2 The Successful bidder shall not, without the Bank's prior written consent, make use of any document or information pertaining to this contract except for purposes of performing the Contract.

4. PACKING

The Successful bidder shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit and open storage. Packing case size and weights shall



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018**

take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

5. DELIVERY AND DOCUMENTS

Delivery of the goods shall be made by the Successful bidder in accordance with the terms specified. Road permits will not be given / arranged by the Bank. The Successful bidder has to make his own arrangements to deliver the systems at the destinations.

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

- (i) Copy of the Successful bidder Invoice showing contract number, goods, description, quantity, unit price, total amount;
- (ii) Delivery Note, acknowledgement of receipt of goods from the Consignee;
- (iii) Insurance Certificate;
- (iv) Manufacturer's / Successful bidder's Warranty Certificate;

6. INSTALLATION

The Successful bidder is responsible for all unpacking, assembling, wiring, installations, cabling between Routers and connecting to power supplies. The Successful bidder shall test all equipments and accomplish all adjustments necessary for successful and continuous operation at all installation sites.

7. WARRANTY

The Successful bidder warrants that the Goods supplied under the Contract are new, unused, of the most recent or current models and that they incorporate all recent improvements in design and materials unless provided otherwise in the Contract. The Successful bidder further warrants that all Goods supplied under this Contract shall have no defect arising from design, materials or workmanship (except when the design and / or material is required by the Bank's Specifications) or from any act or omission of the Successful bidder, that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.

- a. This onsite comprehensive warranty with next business day(NBD) Support shall remain valid for 60 months after the Goods/equipments have been installed at the final destination indicated in the Contract, or for sixty (63) months after the date of receipt of shipment at the destination, whichever period concludes earlier. The Bank shall promptly notify the Successful bidder in writing of any claims arising under this warranty.
- b. Upon receipt of such notice, the Successful bidder shall with all reasonable speed, repair or replace the defective Goods or parts thereof, without cost to the Bank.
- c. If the Successful bidder, having been notified, fails to remedy the defect(s) within a reasonable period, the Bank may proceed to take such remedial action as may be necessary, at the Successful bidder's risk and expense and without prejudice to any



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018**

other rights which the Bank may have against the Successful bidder under the Contract.

d. Comprehensive Onsite AMC after warranty period will be at mutually agreed rates. However, Bank reserves the right to enter into AMC with other vendor.

e. **SLA :**

If the successful bidder fails to rectify the routers within 24 hours either by rectification of fault or replacement by a standby device, the Bank shall levy penalty at rate of Rs.5000/- per day or part thereof from 24 Hours from reporting the issue to the Bidder. However, the total amount of penalty deducted will be pegged at total warranty charges payable for one year for that particular router.

8. PAYMENT TERMS

- 80% of cost of router on delivery
- 20% of cost of router on installation / Deemed installation.
- Warranty charges - yearly in advance

The payment will be released subject to deductions on account of liquidated damages, if any

8.1 Delivery payment

- The successful bidder's request(s) for payment shall be made to the Bank in writing, accompanied by an invoice describing, as appropriate, the Goods delivered along with the acknowledgement of receipt of goods from representative of the bank. The invoice should not contain any conditions which are contrary to the terms of the contract.
- Octroi / entry tax, if any has to be claimed along with the payment for the respective branches. Any delayed claim for the octroi / entry tax after the final payment for supply of routers may not be accepted by the bank for payment.

8.2 Installation payment

- Installation payment can be claimed by the successful bidder once the installation of the routers is completed at respective sites as informed by the Bank.
- The Bidder's request(s) for payment for installation shall be made to the Bank in writing, accompanied by an invoice with details of claim, copy of Bank's communication for installation and Installation certificate attested by authorized Bank official (format to be included in Bid Document).
- The payment will be released subject to deductions on account of liquidated damages, if any.
- If the site is not ready, installation payment of 20% will be released after 90 days of delivery. The successful bidder has to carry out Power On Self Test (POST) of the routers and submit the claim for payment with the



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018**

undertaking that the routers will be installed / reinstalled as and when required by the bank without any cost.

8.3 Warranty Charges

- Warranty charges can be claimed by the successful bidder annually in advance from 2nd year for the actual number of routers. First year warranty charges may be claimed on completion of installation of router / 90 days from the date of delivery for all routers.
- The Bidder's request(s) for payment for warranty shall be made to the Bank in writing, accompanied by an invoice with details of claim and letter stating warranty coverage indicating the serial numbers.
- Proof of back lining all the 8 routers with OEM has to be submitted for claiming warranty charges.
- The payment will be released subject to deductions on account of liquidated damages, if any

9. LIQUIDATED DAMAGES

- 9.1 If the Successful bidder fails to deliver the equipment within the period(s) specified, the Bank shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to 0.5% of Invoice price of the delayed equipment for each week or part thereof of delay until actual delivery or performance. However, the total amount of Liquidated Damages deducted will be pegged at 10% of the contract amount. Bank may consider termination of the contract, if the routers are not delivered in time
- 9.2 If the successful bidder fails to install the equipments within the period(s) specified, the Bank shall levy penalty at rate of Rs.1000/- for each day after specified period. However, the total amount of penalty deducted will be pegged at total installation payment for that particular router.

10. TERMINATION FOR DEFAULT

- 10.1 The Bank, without prejudice to any other remedy for breach of contract, by 30 days written notice of default sent to the Successful bidder, may terminate this Contract in whole or in part :
- a. if the Successful bidder fails to deliver any or all of the deliverables within the period(s) specified in the Contract, or within any extension thereof granted by the Bank; or
 - b. If the Successful bidder fails to perform any other obligation(s) under the Contract.
 - c. If the Successful bidder, in the judgement of the Bank has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

For the purpose of this clause:



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018**

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

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

"unethical practice" means any activity on the part of bidder, which try to circumvent tender process in any way. Unsolicited offering of discounts, reduction in financial bid amount, upward revision of quality of goods etc after opening of first bid.

- 10.2 In the event the Bank terminates the Contract in whole or in part, the Bank may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Successful bidder shall be liable to the Bank for 50% of any excess costs for such similar Goods or Services. However, the Successful bidder shall continue performance of the Contract to the extent not terminated.

11. FORCE MAJEURE

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

12. TERMINATION FOR CONVENIENCE

- 12.1 Either Parties, by 180 days written notice, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Bank's convenience, the extent to which performance of the Successful bidder under the Contract is terminated, and the date upon which such termination becomes effective.



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018**

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

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

13. SETTLEMENT OF DISPUTES

13.1 If any dispute or difference of any kind whatsoever shall arise between the bank and the Successful bidder in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such disputes or difference by mutual consultation.

13.2 If after 30 days the parties have failed to resolve their disputes or difference by such mutual consultation, then either the bank or the Successful bidder may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given.

13.3 Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this clause shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the goods under the contract.

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

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

(a) In case of dispute or difference arising between the Bank and the Successful bidder relating to any matter arising out of or connected with this agreement, such dispute or difference shall be settled in accordance with the Arbitration and Conciliation Act, 1996. The arbitral tribunal shall consist of 3 arbitrators one each to be appointed by the Bank and the Successful bidder; the third Arbitrator shall be chosen by the two Arbitrators so appointed by the Parties and shall act as Presiding Arbitrator. In case of failure of the two arbitrators appointed by the parties to reach upon a consensus within a period of 30 days from the appointment of the presiding Arbitrator, the Presiding Arbitrator shall be appointed by the Indian Banks' Association, India which appointment shall be final and binding on the parties.

(b) If one of the parties fails to appoint its arbitrator within 30 days after receipt of the notice of the appointment of its Arbitrator by the other party, then the Indian Banks' Association shall appoint the Arbitrator. A certified copy of the



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018**

order of the Indian Banks' Association making such an appointment shall be furnished to each of the parties.

- (c) Arbitration proceedings shall be held at Chennai, India, and the language of the arbitration proceedings and that of all documents and communications between the parties shall be English.
- (d) The decision of the majority of arbitrators shall be final and binding upon both parties. The cost and expenses of Arbitration proceedings will be paid as determined by the Arbitral Tribunal. However, the expenses incurred by each party in connection with the preparation, presentation etc. of its proceedings as also the fees and expenses paid to the arbitrator appointed by such party or on its behalf shall be borne by each party itself.

13.4 Notwithstanding any reference to arbitration herein,

- a) the parties shall continue to perform their respective obligation under the contract unless they otherwise agree; and
- b) The bank shall pay the Successful bidder any monies due to the Successful bidder.
- c) Submitting to arbitration may be considered as additional remedy and it does not preclude the parties seek redressal/other legal recourse.

14. LIMITATION OF LIABILITY

Successful Bidder's aggregate liability under the contract shall be limited to a maximum of 25% of the contract value. For the purpose for the section, contract value at any given point of time, means the aggregate value of the purchase orders placed by bank on the Successful Bidder that gave rise to claim, under this tender.

This limit shall not apply to third party claims for

- a) IP Infringement indemnity
- b) Bodily injury (including Death) and damage to real property and tangible property caused by vendor/s' gross negligence. If a third party asserts a claim against bank that a vendor product acquired under the agreement infringes a patent or copy right, vendor should defend bank against that claim and pay amounts finally awarded by a court against bank or included in a settlement approved by vendor.

15. APPLICABLE LAW

The Contract shall be interpreted in accordance with the laws of India. Any dispute arising out of this contract will be under the jurisdiction of Courts of Law in Chennai.

16. INDEMNITY CLAUSE

If at the time of supplying, installing the equipment in terms of the present contract/order or subsequently it appears at any point of time that an infringement has occurred of any patents, trademarks or other rights claimed by any third party,



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018**

then in respect of all costs, charges, expenses, losses and other damages which the Bank may suffer on account of such claim, the Successful bidder shall indemnify the Bank and keep it indemnified in that behalf.

17. GENERAL TERMS

- Order will be placed with qualified L1 vendor. The commercials may be finalized through reverse auction.
- The Bank reserves the right to increase or decrease the quantities mentioned in the bidding document up to an extent of 25% of quantity mentioned in the bid without any change in unit price and other terms and conditions. If Bank decides to place "Repeat Order", the same shall be placed by the Bank within 6 months from the date of Purchase Order.

18. COVERAGE OF ALL BANKS UNDER THE EPF & MP ACT 1952

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



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018****SECTION V****BID FORM, PRICE SCHEDULES AND OTHER FORMATS****Table of Contents**

S.NO	Particulars	Page No.
1	BID FORM	26
2	TECHNICAL BID	28
3	DECLARATION FOR BLACKLISTING	34
4	MANUFACTURERS AUTHORISATION FORM	35
5	VENDOR PROFILE	36
6	CLIENT REFERENCE FORMAT	38
7	BID SECURITY FORM	39
8	CONTRACT FORM	40
9	PERFORMANCE SECURITY FORM	42
10	COMMERCIAL BID	43
11	FORMAT FOR PRE-BID QUERIES	45
12	CHECKLIST	46
13	PROFORMA FOR INSTALLATION	47



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018****1. BID FORM**

(Bidders are required to furnish the Form of Bid)

Date:.....

To,

Asst. General Manager
Expenditure Department
Indian Bank,
Corporate Office,
254-260, Avvai Shanmugam Salai,
Royapettah, Chennai – 600 014.

Sub: Supply, Installation and Maintenance of 8 routers**Ref:** Bid Document no. CO/ITD/CNW/604/R1/2018-19 dated 10/09/2018.

Having examined the Bidding Documents including Agenda Nos.....(Insert numbers), the receipt of which is hereby duly acknowledged, we, the undersigned, offer to Supply.....(Description of Goods and Services), in conformity with the said Bidding Documents.

We undertake, if our bid is accepted, to deliver the goods in accordance with the Project Timeline and Schedule of delivery specified in the RFP.

If our bid is accepted, we will obtain the Guarantee of a Bank in a sum equivalent to 10% of the contract price for the due performance of the Contract, in the form prescribed by the Bank.

We agree to abide by this for the bid validity period specified and it shall remain binding upon us and may be accepted at any time before the expiration of that period. WE agree to extend the Bid validity Period, Bank Guarantee towards Earnest Money Deposit, if required.

Until a formal contract is prepared and executed, this bid, together with your notification of award, shall constitute a binding contract between us.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India.

We understand that you are not bound to accept the lowest or any bid you may receive.

We undertake to supply, install, migrate and maintain the proposed project for the Bank.

We confirm that we comply with the qualification criteria of the bidding documents and are submitting proof of the same along with bid.

Dated this.....day of.....201.....

.....

Signature

.....

(In the Capacity of)



Ref: CO/ITD/CNW/604/R1/2018-19

10/09/2018

Duly authorised to sign bid for and on behalf of

(Name & Address of Bidder).....

.....

Mobile:

Email:



Ref: CO/ITD/CNW/604/R1/2018-19
10/09/2018
2. TECHNICAL BID
To
Date:
**Chief Manager, Expenditure Department,
 Indian Bank Corporate Office,
 254-260, Avvai Shanmugam Salai,
 Royapettah, Chennai, PIN 600 014.**
Dear Sir,
Sub: Supply, installation and maintenance of 8 routers
Ref. CO/ITD/CNW/604/R1/2018-19 dated 10/09/2018

Referring to your above letter calling for quotations, including Addenda Nos.....
 (insert numbers), we submit the compliance details of the specifications for supply
 installation and maintenance of 8 routers.

Technical specifications for routers
Qty – 8
Make:
Model:

S.No	Specifications	Complied/ Not Complied
1	The Router should support minimum aggregate throughput of 500Mbps on a single chassis from day one	
2	All Routers proposed in the solution should be certified under the Common Criteria Evaluation Program for EAL3/NDPP.	
3	Router should support embedded hardware based IP SEC encryption and acceleration.	
4	The router should have DRAM of minimum 4 GB	
5	Minimum flash should be at least 8 GB. The router should have adequate flash memory to ensure storage of multiple router software images released during the period till End of Support announced by the OEM, Sufficient storage to support On-Box GUI and any additional files required for the successful operation of the Chassis for the life cycle of the product. The router software must support the flash file system to easily store and load multiple images.	
6	4 Gigabit/SFP Combo Ports including SFP Modules should be available from day 1	
7	Router should have USB / RJ45 based console port	



Ref: CO/ITD/CNW/604/R1/2018-19
10/09/2018

S.No	Specifications	Complied/ Not Complied
8	The proposed router should have an in built switch to switch off and on electrical power.	
9	The router should be capable of IP routing protocols like RIP, OSPF,BGP, policy based routing etc and NAT.	
10	Control SNMP access through the use of SNMP with MD5 authentication.	
11	It must be possible to fast boot the router to ensure that for software upgrades can be done with minimum network downtime.	
12	The router should be capable of booting from a remote node, where the router image is present.	
13	The router should be capable of WAN protocols like PPP, Multilink PPP etc	
14	Router should support Standard Access Lists, Extended Access Lists and Time based Access lists to provide supervision and control,	
15	Control SNMP access through the use of SNMP with MD5 authentication	
16	Implement Access Lists on the router to ensure SNMP access only to the SNMP manager or the NMS workstation.	
17	Multiple Privilege Levels.	
18	PPP PAP & CHAP support and MD5 Route Authentication.	
19	IPSec DES, 3DES/AES (256 Bit) Support	
20	Should be able to manage & administer point-to-point VPNs by actively pushing new security policies from a single head end to remote sites	
21	Should be able to build IPSec tunnel dynamically, point to point or point to Multipoint	
22	Should support ability to secure large Layer 2 or MPLS networks to provide full-mesh connectivity by providing tunnel-less VPN's based on RFC 3547	
23	For a tunnel less VPN deployment based on RFC 3547: The router should support anti replay features to prevent an attacker to eavesdrop on an IPSec conversation by stealing packets and injecting them into a session at a later time.	



Ref: CO/ITD/CNW/604/R1/2018-19
10/09/2018

S.No	Specifications	Complied/ Not Complied
24	Router should support the functionality to select the best path for each application based upon advanced criteria such as, reachability, delay, loss, jitter, and mean opinion score (MOS).	
25	In addition the router should support the intelligent load balancing capability to enable optimization of path selection based on link use or circuit pricing.	
26	The router should support dead peer detection or equivalent which enable the router to take down IPSec tunnel when the remote peer goes down due to physical or logical issues.	
27	Software Licenses if any for complying the bid specifications, Please specify	
Routing Protocols and General Router Features :		
1	Routing Information Protocol (RIPv1 and RIPv2), Layer 2 Tunnelling Protocol (L2TP), Port Address Translation (PAT)	
2	Access control lists (ACLs), Generic routing encapsulation (GRE)	
3	DNS Support	
4	Support for OSPF & BGP	
5	Support for 802.1q VLANs, Demilitarized Zone (DMZ)	
6	Support for Multicast Routing Protocol – PIM Sparse Mode, PIM Sparse-Dense Mode, Auto route processing (Auto-RP).	
Ipv6 Features:		
1	Ipv6 addressing architecture, Ipv6 name resolution, Ipv6 statistics	
2	Ipv6 transport packets between Ipv6-only and Ipv4-only endpoints	
3	ICMPv6, Ipv6 DHCP	
4	The Device should be on the IP v6 Ready Logo Program Approved List and should have passed the Ipv6 Ready Logo Program Phase II	
5	Support for the following IP v6 features: RIP NG, OSPF v3, BGP Support for V6, IP V6 Dual Stack, Ipv6 Policy based Routing, and IP v6 QoS.	
6	Should support following IP v6 Tunnelling mechanisms: Automatic 6 to 4 tunnels, Automatic IP v4 compatible tunnels, IP v6 over IP v4 GRE Tunnels, ISATAP Tunnelling Support.	



Ref: CO/ITD/CNW/604/R1/2018-19
10/09/2018

7	System should support to sync time on all network devices to synchronize the log collection and events, NTP V.4	
QoS Features :		
1	(CBWFQ), Low-Latency Queuing (LLQ) Weighted Fair Queuing (WFQ), Class-Based WFQ	
2	Policing (CBTP), Class-Based QoS MIB Class-Based Traffic Shaping (CBTS), Class-Based Traffic.	
3	Support for Priority and custom queuing, Class-Based Weighted Random Early Detection (CBWRED)	
4	Support for Network-Based Application Recognition (NBAR), LFI or equivalent	
5	Support for RSVP, cRTP, DiffServ, QoS Pre classify & Pre fragmentation, Class-Based Marking (CBM)	
6	System should support to deploy QoS and packet fragmentation before applying IPSec security for encrypted traffic	
Management Features : Necessary software and security licenses to support the above features from day one.		
S.No	Specifications	Complied/ Not Complied
1	Management should support : Telnet, SSH, Simple Network Management Protocol (SNMP), CLI, and Web based HTTP management, RADIUS	
2	SNMP over IPV6 & AES & 3DES encryption support for SNMP Version 3	
3	The router should support Energy saving intelligent power management feature to control power to the modules	
High-Availability Features:		
1	Out-of-band management with external modem through auxiliary port	
Accessories required:		
1	Power cable to suit Indian standards	
2	Necessary software and security licenses to support the above features from day one	



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018**

Domestic value addition (in terms of Bill of Material (BOM)) in % to fall under Domestically manufactured Goods category as per guidelines issued by the Government through notification No. 8(78)/2010-IPHW dated 10-02-2012, and No. 33(3)/2013-IPHW dated 23rd December 2013 and subsequent amendments / clarifications	_____ %
--	---------

The routers supplied under the project and its components will not be declared end of sale for next two years from the date of submission of bid. If end of sale date for the routers and components is issued within 2 years, we will replace the routers free of cost with equivalent new router. - **Complied / Not Complied**

All the features should be available from day one. - **Complied / Not Complied**

List of deviations from the required specifications:

- 1)
- 2)

(If left blank, it is treated that there are no deviations in the compliance of specifications)

We agree for insuring the routers during transit and covering of storage cum erection risk for a period of THREE months from the date of delivery at the destination.

We enclose the technical brochures for the model quoted.

We submit that we should abide by your terms and conditions governing the quotations mentioned in the bidding document.

We submit that we abide by the details given above.

We undertake, if our bid is accepted, to complete the delivery in accordance with the delivery schedule specified in the bid.

If our bid is accepted, we will obtain the guarantee of a Bank in a sum equivalent to 10% of the Contract Amount for the due performance of the Contract, in the form prescribed by the Bank.

We agree to abide by this for the bid validity period specified and it should remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal contract is prepared and executed, this bid, together with your notification of award, should constitute a binding Contract between us.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India.

We understand that you are not bound to accept the lowest or any bid you may receive.

We clarify/confirm that we comply with the qualification criteria of the bidding documents.



Ref: CO/ITD/CNW/604/R1/2018-19

10/09/2018

Dated this day of 201.....

.....
Signature:

Mobile No.

Email :

(In the Capacity of)

..... Duly authorised to sign bid for and on behalf of (give
below the Name & Address of Bidder)



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018****3. SELF DECLARATION – BLACKLISTING****Ref. CO/ITD/CNW/604/R1/2018-19 dated 10/09/2018**

Date:

To**The Assistant General Manager
Indian Bank, Head Office,
Information Technology Dept, 2nd Floor,
66, Rajaji Salai,
Chennai, PIN 600 001.**

Dear Sir,

Sub: Supply, installation and maintenance of 8 routers**Ref:** Bid Document No. CO/ITD/CNW/604/R1/2018-19 dated 10/09/2018

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

Signature of Authorized Official**Name and Designation with Office Seal****Place:****Date:**

Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018****4. MANUFACTURER'S AUTHORIZATION FORM****Ref. CO/ITD/CNW/604/R1/2018-19 dated 10/09/2018**

Date:

To

Dear Sir:

We _____ who are established and reputable manufacturers of _____ (*name & descriptions of goods offered*) do hereby authorise M/s _____ (*Name and address of bidder*) to submit a bid, and sign the contract with you for the goods manufactured by us against the above bid.

We hereby extend our full warranty for the goods offered against this bid.

Yours faithfully,

(Name of the Official)

(Name of manufacturers)

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



Ref: CO/ITD/CNW/604/R1/2018-19

10/09/2018

5. VENDOR PROFILE

General	
Company Name	
Name of the CEO	
Name of the Principal Banker and address	
Holding Company or Parent Company (if any)	
If Holding Company, Name of the Parent Company	
Company's address Head Office: Chennai Office, If any:	
Head Office Phone, fax, E-Mail Chennai Office Phone, fax, E-Mail	
Please provide details of ownership: private/public; Holding company, If any.	
Top 3 shareholders	
No. of Years in NETWORKING business	
Name of the Contact person	



Ref: CO/ITD/CNW/604/R1/2018-19
10/09/2018

Phone / Mobile/ FAX			
<i>Financial Background (in Crores)</i>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
Turnover			
Net Profit After TAX			
Total Assets			
Total Liabilities			
Network product Partnership			
Manufacturers with whom the company has partnership			
What is the status of partnership (like Gold, Silver etc.)			
How long the company is associated with the Manufacturer			
Please submit the following details of major projects executed by the company during the last three years i.e. 2014-15, 2015-16 and 2016-17 (Additional sheets may be used, if necessary). 1) Name of the Client 2) Description of the project 3) Contract amount 4) Details of equipment supplied under the project 5) Contact person with phone No.			



Ref: CO/ITD/CNW/604/R1/2018-19
10/09/2018
6. CLIENTS' REFERENCES

The following information should be provided in the format below separately for each NETWORK PROJECT for which the client legally contracted. (Please attach additional sheets wherever necessary)

Name of the client	
Total Value of the project given to the Company	
Contact person from the client side for reference purpose on details of this project	
Contact Phone Nos. of the Client	
Nature of the Project (Please tick the relevant points)	• Design of the Network • Supply of routers and modems • Procurement of leased lines and ISDN lines • Implementation of the network • Network Monitoring • Maintenance of the network links • Maintenance of the network equipment
No. of sites implemented in the project	
Professional staff provided by your firm for the project	
Duration of the project	
Any other relevant details on the project	
Details of the Network equipment used in the project	
Routers:	
Switches:	
Letter of Satisfaction	Enclosed / Not Enclosed



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018****7. BID SECURITY FORM**

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

KNOW ALL PEOPLE by these presents that we (name of bank) of (name of country), having our registered office at (address of bank) (hereinafter called "the Bank"), are bound unto Indian Bank in the sum of for which payment well and truly to be made to the said Bank, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this ____ day of _____ 201 ____.

THE CONDITIONS of this obligation are:

1. If the Bidder

(a) withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or

(b) does not accept the correction of errors in accordance with the Instructions to Bidders; or

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

(a) fails or refuses to execute the Contract Form if required; or

(b) fails or refuses to furnish the performance security, in accordance with the Instruction to Bidders.

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

This guarantee will remain in force up to and any demand in respect thereof should reach the Bank not later than the above date.

(Signature of the Bank)

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

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



Ref: CO/ITD/CNW/604/R1/2018-19
10/09/2018

8. CONTRACT FORM

THIS AGREEMENT made theday of....., 201... Between Indian Bank (hereinafter "the Bank") of the one part and..... (Name of Successful bidder) of..... (City and Country of Successful bidder) (hereinafter called "the Successful bidder ") of the other part :

WHEREAS the Bank invited bids for certain Goods and ancillary services viz..... (Brief Description of Goods and Services) and has accepted a bid by the Successful bidder for the supply of those goods and services in the sum of..... (Contract Price in Words and Figures) (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) the Bid Form and the Price Schedule submitted by the Bidder;
 - (b) the Schedule of Requirements;
 - (c) the Technical Specifications;
 - (d) the Conditions of Contract;
 - (e) the Bank's Notification of Award.
3. In consideration of the payments to be made by the Bank to the Successful bidder as hereinafter mentioned, the Successful bidder hereby covenants with the Bank to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. The Bank hereby covenants to pay the Successful bidder in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

Brief particulars of the goods and services which shall be supplied/provided by the Successful bidder are as under:

PRICE SCHEDULE

A. Cost of routers with Installation charges (Without Warranty Charges)

Item Description	Qty (Nos.) (a)	Unit Price (Rs.) * (b)	Total Price (Rs.) * =(a*b)
Routers	8		



Ref: CO/ITD/CNW/604/R1/2018-19
10/09/2018

* Price to include all duties, levies, insurance, delivery, and installation etc but exclusive of taxes. The Octroi and Entry Tax paid will be reimbursed on production of the original receipt.

B. Warranty Charges for 5 years

Item Description	Qty (Nos.) (a)	Time Period (in Year) (b)	Unit Price (Rs.) * (c)	Total Price (Rs.) * =(a*b*c)
Routers	8	5		

* Exclusive of taxes.

SUMMARY:

Description	Amount (Rs.)
Total cost of routers with Installation Charges (A)	
Total Warranty charges for 5 years (B)	
Total contract value quoted in reverse auction (A+B)	

*In case of discrepancy between unit price and total price, the unit price shall prevail. Price to include all duties, levies, insurance, delivery, and installation etc but exclusive of taxes. The Octroi and Entry Tax paid will be reimbursed on production of the original receipt.

TOTAL VALUE:
DELIVERY SCHEDULE:

- The routers are to be supplied to Corporate OfficeHead Office. Purchase order for supply of devices will be issued for the entire quantity of equipments called for in the bid. Equipment should be supplied within eight weeks from the date of issue of delivery instructions. The successful bidder should arrange for obtaining Road Permit.
- Installation should be completed within two weeks from the date of delivery or.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, Sealed and Delivered by the

said (For Indian Bank)

in the presence of:.....

Signed, Sealed and Delivered by the

said (For the Successful bidder)

in the presence of:.....



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018****9. PERFORMANCE SECURITY FORM**

Bank Guarantee No. _____

Date _____

:

To : INDIAN BANK, Chennai, INDIA :

WHEREAS (Name of Successful bidder)
hereinafter called "the Vendor") has undertaken, in pursuance of Contract No.....
dated,..... 201... to supply(Description of Goods and services)
(hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the said Contract that the Vendor shall
furnish you with a Bank Guarantee by a recognised bank other than Indian Bank for the
sum specified therein as security for compliance with the Vendor's performance
obligations in accordance with the Contract.

AND WHEREAS we have agreed to give on behalf of the Vendor a Guarantee:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf
of the Vendor, up to a total of
(Amount of the Guarantee in Words and Figures) and we undertake to pay you, upon your
first written demand declaring the Vendor to be in default under the Contract and without
cavil or argument, any sum or sums within the limit of (Amount of
Guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for
your demand or the sum specified therein.
This guarantee is valid until theday of.....201.....

Signature and Seal of Guarantors

.....
Date.....201.....
Address:.....
.....

NOTE :

1. Vendor should ensure that seal and code no. of the signatory is put by the bankers, before submission of the bank guarantees.
2. Bank guarantee issued by bank located in India shall be on a Non-Judicial Stamp Paper of requisite value for a period of Sixty six months(with further one month claim period).
3. (The above format is illustrative only and may be suitably modified later by Indian Bank)



Ref: CO/ITD/CNW/604/R1/2018-19
10/09/2018

10.COMMERCIAL BID
(to be submitted after Online Reverse Auction)

Ref. CO/ITD/CNW/604/R1/2018-19 dated 10/09/2018
To
Date:

**The Chief Manager,
Indian Bank, Head Office,
Information Technology Department, 2nd Floor,
66, Rajaji Salai,
Chennai, PIN 600 001.**

Sub: Supply, installation and maintenance of 8 routers.

Ref: 1.Bid Document No. CO/ITD/CNW/604/R1/2018-19 dated 10/09/2018
2. Reverse Auction Dated _____

Further to the reverse auction dated....., we, the undersigned, offer to 'Supply of Routers for Indian Bank' project, and we submit our commercial breakup details as follows:

PRICE SCHEDULE

A. Cost of routers with Installation charges(Without Warranty Charges)

Item Description	Qty (Nos.) (a)	Unit Price (Rs.) * (b)	Total Price (Rs.) * =(a*b)
Routers	8		

* Price to include all duties, levies, insurance, delivery, and installation etc but exclusive of taxes. The Octroi and Entry Tax paid will be reimbursed on production of the original receipt.

B. Warranty Charges for 5 years

Item Description	Qty (Nos.) (a)	Time Period (in Year) (b)	Unit Price (Rs.) * (c)	Total Price (Rs.) * =(a*b*c)
Routers	8	5		

* Exclusive of taxes.

SUMMARY:

Description	Amount (Rs.)
Total cost of routers with Installation Charges (A)	
Total Warranty charges for 5 years (B)	
Total contract value quoted in reverse auction (A+B)	

*In case of discrepancy between unit price and total price, the unit price shall prevail.



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018**

Price to include all duties, levies, insurance, delivery, and installation etc but exclusive of taxes. The Octroi and Entry Tax paid will be reimbursed on production of the original receipt.

We abide by details given above and the terms of the bid document.

For**Office Seal****(Authorised Signatory)****Place:****Name:****Date:****Designation:****E-mail:**

Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018****11. FORMAT FOR PRE-BID QUERIES**

S.No	RFP Point no/Title	Page no in RFP	Details provided in RFP	Query/ Changes Requested



Ref: CO/ITD/CNW/604/R1/2018-19

10/09/2018

12. CHECKLIST for Part - I

S. No.	Item Description (Tick Yes if the item is attached, else No)	Submitted	Page No.
1	Bid form	Yes / No	
2	Signed Technical Bid Document with Addendas	Yes / No	
3	Proof of Authorised Signatory	Yes / No	
4	Proof of Limited Company (Copy of Certificate of Incorporation)	Yes / No	
5	OEM Partnership Certificate – (Copy of letter issued by OEM)	Yes / No	
6	Proof of Net Profit in previous 3 financial years(copy of Audited Balance Sheet)	Yes / No	
7	Manufacturer's Authorisation Form	Yes / No	
8	Declaration for Blacklisting	Yes / No	
9	Proof of Supply of Routers, (Copy of Purchase Order) with letter of satisfaction issued by the buyers.	Yes / No	
10	Brief Information / Manual about the router	Yes / No	
11	DD for Application Form	Yes / No	
12	BID Security Form (Bank Guarantee only)	Yes / No	
13	Vendor Profile Form	Yes / No	
14	Client Reference	Yes / No	

Note : Commercial Bid should not be attached with Part - I.



Ref: CO/ITD/CNW/604/R1/2018-19**10/09/2018****13. PROFORMA OF CERTIFICATE FOR ISSUE BY THE BRANCH/ CIRCLE
OFFICE/HEAD OFFICE AFTER SUCCESSFUL INSTALLATION OF ROUTER****Date:****Sub: Installation and commission of Router at Branch/Office****Ref: Bid Document No. CO/ITD/CNW/604/R1/2018-19** dated 10/09/2018

1. This is to certify that the equipment as detailed below has/have been received in good condition along with all the standard and special accessories and a set of spares in accordance with the purchase order. The same has been installed and commissioned.

(a) Order No. _____ dated _____

(b) Description of the equipments _____

(c) Quantity _____

(d) Date of delivery _____

(e) Date of installation / commissioning _____

2. The systems have been installed to our entire satisfaction.

3. The Successful bidder has fulfilled its obligations as per order.

Or

The Successful bidder has failed to fulfil its obligations with regard to the following:

(a)

(b)

Signature _____

Name _____

Designation with stamp _____



