

Invitation of Tender

EMPANELMENT OF VENDORS FOR ANNUAL MAINTENANCE AND RATE CONTRACT FOR CCTV SYSTEM (NVR/DVR BASED) IN BRANCHES / OFFICES OF INDIAN BANK UNDER ZONAL OFFICE CUTTACK

Tender Documents Availability: 21 Sep 2023

Last date of Submission of Tender: 19 Oct 2023 till 11:00 AM

Date of Technical Bid Opening: 19 Oct 2023 at 12:01 PM

Date of Financial Bid Opening: Will be intimated to the eligible Vendors by email/Phone

Cost of Tender Documents: NIL

Earnest Money Deposit: NIL

Schedule of Events

Tender Bid Document Availability	Bidding Document can be downloaded from website www.indianbank.in from 21 Sep 2023
Pre Bid Query	Up to 18 Oct 2023 from 3:00 PM to 4:00 PM either telephonically or at Indian Bank Zonal Office Cuttack on Bank working days
Last date of Submission of Tender	19 Oct 2023 till 11:00 AM
Date of Technical Bid Opening	19 Oct 2023 at 12:30 PM
Date of Financial Bid Opening	Will be intimated to the eligible Vendors by email/Phone
Contact Official	Zonal Security Officer, 7978810221
Address for Communication & Submission of Bids	Indian Bank Zonal Office Cuttack, Plot No – C/9, CDA, Sector -6, Markat Nagar, Cuttack -753 014
Telephone	7978810221
Email ID	zocuttack@indianbank.co.in
Cost of Documents	NIL
Earnest Money Deposit	NIL

Important Terms

Terms	Definitions
Bank	Indian Bank
ZO	Indian Bank Zonal Office Cuttack, Plot No – C/9, CDA, Sector -6, Markat Nagar, Cuttack -753 014
Branch	Indian Bank Branch (including ATM site, if available) under Zonal Office Cuttack
Vendor/Bidder	Participating Company/Firm/Manufacture/Authorized dealer
OEM	Original Equipment Manufacturer
NA	Not Applicable
Bidder	A firm



NOTICE INVITING TENDER

**EMPANELMENT OF VENDORS FOR ANNUAL MAINTENANCE AND RATE CONTRACT FOR CCTV SYSTEM
(NVR/DVR BASED) IN BRANCHES / OFFICES OF INDIAN BANK UNDER ZONAL OFFICE CUTTACK**

1. Indian Bank, Zonal Office Cuttack invites sealed tenders from reputed Companies / Firms for empanelment of vendors for annual maintenance and rate contract for CCTV System (NVR/DVR based) in the branches of Indian Bank under Zonal Office Cuttack, Odisha.
2. Indian Bank Zonal Office Cuttack has a network of 63 Branches, 01 Office spread across 06 districts of Odisha (Balasore, Bhadrak, Cuttack, Dhenkanal, Jajpur and Kendrapada). The branches /offices function directly under the Zonal Office Cuttack.
3. The tender forms can be downloaded from our website www.indianbank.in.
4. Tenders are to be submitted in Two Bid system consisting of Technical bid and Financial bid in two separate sealed covers marked **"Technical Bid"** and **"Financial Bid"** and these two sealed covers will be put in another sealed cover superscribing **"Offer for Annual Maintenance and rate contract for CCTV System (NVR/DVR based) in Branches/ Offices of Indian Bank under Zonal Office Cuttack"**. The bids/proposal shall remain valid for 90 days from the date of submission of the bids. **Incomplete tenders / late tenders / tenders not in the form specified are liable to be rejected.** Address for submission of tenders:

**Indian Bank Zonal Office,
Plot No – C/9, CDA, Sector -6,
Markat Nagar, Cuttack -753 014**
5. Indian Bank reserves the right to accept or reject in part or full of any or all the offers without assigning any reasons thereof. Tenders from agents / brokers will not be accepted.

Zonal Manager



INDIAN BANK ZONAL OFFICE CUTTACK

GENERAL INSTRUCTIONS FOR BIDDERS

1. Indian Bank Zonal Office Cuttack, invites sealed quotations under two bid systems i.e. Technical Bid and Financial Bid, for empanelment of vendors for annual maintenance and rate contract for CCTV System (NVR/DVR based) in Branches/ Offices of Indian Bank under Zonal Office Cuttack as per the format enclosed in Annexure I to VI of this document. These will be put in separate sealed covers super scribed respectively as "Technical Bid" and "Financial Bid". Both sealed envelopes should be put in another sealed cover superscribed as **"Offer for Annual Maintenance and rate contract for CCTV System (NVR/DVR based) in Branches/ Offices of Indian Bank under Zonal Office Cuttack"**. Any Financial bid found open for any reason shall make the bidder ineligible for participation.

2. Indian Bank Zonal Office Cuttack has a network of 63 Branches, 01 Office spread across 06 districts of Odisha (Balasore, Bhadrak, Cuttack, Dhenkanal, Jajpur and Kendrapada). The branches /offices function directly under the Zonal Office Cuttack.

Eligibility Criteria

3. A vendor has to fulfill following eligibility criteria:

- a) The prospective Vendor should be a reputed manufacturer / dealer / sub-dealer of CCTV System.
- b) The prospective Vendor should have a Certificate of Registration with Registrar of Companies or Registrar of Firms or have a letter of proprietorship.
- c) The prospective Vendor should have a registered office in Bhubaneswar and/or Cuttack and sale service networks in the state of Odisha (priority will be given to vendors having service network in area of Indian Bank Zonal Office Cuttack (Balasore, Bhadrak, Cuttack, Dhenkanal, Jajpur and Kendrapada). Furnish certificate issued under shop & establishment registration. The Bank may inspect the facilities of the Manufacturer/Firm/Company/Dealer/ Vendor to verify the genuineness and to ensure the conformity with the details given. (Details to be provided in Format Annexure II)
- d) The prospective vendor should have minimum 3 years of experience in dealing with CCTV System.
- e) There is no minimum limit to annual turnover. However, the prospective applicant/vendor should be in profit for last three years. (Relevant copies of Balance Sheets and IT return to be submitted).
- f) The prospective vendor should be registered under the appropriate authority for GST. Vendor should provide the GST PAN/ TAN Number etc allotted by competent authority.
- g) The prospective vendor should have registrations with Sales Tax, GST, ESI & EPF.
- h) The prospective vendor should have requisite trade/manufacturing/Factory License from appropriate authority (BIS).
- i) The manufactures /dealer distributor should have never been blacklisted by any other public sector bank.
- j) The vendor should have ability to commence service within 15 days from date of placement of order.
- k) Vendors may be asked to submit copy of certification of equipment i.e. UL/CE/FCC, copy of document of authorization from manufacturer to Indian dealers and from Indian dealer to supplier undertaking that the cards supplied are original.
- l) Vendor should have adequate technician in the field and well equipped after sale service center at Cuttack/other cities of Odisha to provide seamless services wherever required. The vendor should attend and repair the complaint /breakdown within 24 hours from reporting over email/telephone.
- m) Vendor should support for retrieval of image for dispute resolution, necessary software for retrieval of data from the DVR/NVR Hard disc at no additional cost.



4. **Selection Process:** Offers will be evaluated in the following stages:

(a) **Stage I** Offers will be evaluated against the stipulated minimum eligibility criteria. *Offers not complying with the eligibility will be rejected summarily.*

(b) **Stage II** Short listing of Vendors/Firms/Suppliers will be based on the evaluation of the technical requirement complied with Tender document and satisfactory feedback from the reference sites and other clients of the vendors.

(c) **Stage III** The price bids of only short listed vendors (who qualify in technical evaluation) will be opened. The Bank can split the order amongst the vendors who have been identified as L1, L2 and/or L3 Bidder. Bank at its sole discretion may also choose to allocate the order up to maximum of 3 bidders provided the qualified bidders are willing to match the L1 Price. For number of vendors to be empanelled, Bank's decision will be final. Empanelment can be for 3 years maximum. Work order will be served for a period of one year and reviewed after every one year based on the feedback received from branches regarding services provided.

(d) **Technical Bid**

(i) Technical bid shall be in a separate sealed envelope & it should be superscribed in bold "**Technical Bid**".

(ii) Technical Bid should contain Annexure I (Application), Annexure II (General Information), Annexure III (List of Enclosures), Annexure IV (Certificate of Undertaking) and Annexure V (Technical Specifications).

(iii) The selection/short listing of the applications so received will be done by carrying out evaluation and checking of various parameters/ criteria fixed by the Bank/Committee.

(iv) The Technical bids shall be opened at scheduled time as mentioned above or any suitable date as decided by the Banks committee for the purpose. If any change in the date will be intimated by email/Mobile of the bidders mentioned on the envelope.

(v) An undertaking to be submitted that firm is capable of undertaking installation, repair and maintenance of CCTV System (including maintenance of existing CCTV Systems) in rural & far away areas where Bank Branches are located. (Annexure IV)

(e) **Financial Bid** (Annexure VI)

(i) Financial bid shall be submitted in a separate sealed envelope. It should be superscribed in bold "**Financial Bid**".

(ii) Financial bids of only technically qualified shortlisted bidders will be opened.

(iii) The financial bids should contain all relevant rates and charges (service charge/installation charge), taxes and the rates should be quoted in Indian Rupees only.

(iv) The Bank may select multiple vendors for entering into rate contract and becoming L1 is not the only criteria.

(v) Applicants to note that the rates quoted will be remain unchanged for three year.

(vi) The empanelment is valid for one year with a clause to extent the contract for two times one year each based on annual review keeping all other terms and conditions fulfilled.

(f) Interested bidder may arrange to submit their application duly complete in all respects in a sealed cover superscribed "**Offer for Annual Maintenance and rate contract for CCTV System (NVR/DVR based) in Branches/ Offices of Indian Bank under Zonal Office Cuttack**" and this envelope should contain two separate envelopes superscribed as:-

Envelope 1: Technical Bid

Envelope 2: Financial Bid {CCTV System (NVR/DVR based)}



The application must reach at Indian Bank Zonal Office Cuttack address on or before 19 Oct 2023 till 11:00 AM.

5. SCOPE OF WORK

A. For Supply, Installation & Commissioning of CCTV System

- (i) Vendor being the supplier of own design/authorised dealer of OEM, shall supply suitably designed, manufactured and tested CCTV system. The design standards, materials or components used, manufacturing process shall all conform to the respective UL/BIS Code and any other standards mentioned elsewhere in this tender as applicable. The vendor shall be solely responsible for the entire design/ specification, safety aspects of the entire CCTV system and related works as detailed in the tender notwithstanding the specifications furnished hereunder.
- (ii) Each branch/office shall have 4/8/16 cameras (Different types Bullet/Dome/IP etc) as per requirement. The exact requirement shall be intimated to the qualified bidder after submitting drawing of camera positions for our approval. The Bank shall arrange for input power supply with necessary input supply.
- (iii) Integration of CCTV System with Bank's own Network System.

B. AMC for Maintenance of Supplied 4/8/16 Ch NVR Based CCTV Systems

- (i) Time is the Essence of Contract: The vendor requested to note that the CCTV system is to be provided to the Branches/ATMs & if for any reasons the work of supply & commissioning is delayed the Bank's reputation and commitments will be affected and penalty stipulated as per liquidated damages will be levied with-out any requirement on the part of the Bank to establish the actual loss in monetary terms. This aspect shall be the terms of this tender and will be binding on the tenderer.
- (ii) The vendor shall maintain the CCTV system and ensure that it works as per the tendered parameters.
- (iii) All the repairs and replacements of spares shall be carried out which are necessitated due to unserviceable condition of components/CCTV system as per tender stipulations upon written communication from the Bank. All the newly replaced components shall be invariably covered for the warranty period of one year and any malfunctioning of the component shall be replaced free of cost. However the repairs and replacements necessitated by loss or damage due to misuse or accident, fire or natural calamities shall not be covered under the scope of AMC.
- (iv) The vendor shall inspect the equipment at least once in a quarter as a part of preventive maintenance. This is apart from any breakdown visits that may be required which may emanate in between the two preventive maintenance inspections.
- (v) The maximum breakdown time shall be 24 hours from the time of receiving the complaint over phone or by email. If the vendor is not in a position to set right the defect or repair and put back the CCTV system to working condition within 24 hours, a standby unit to suit the tender parameters should be provided immediately.
- (vi) During the Preventive Maintenance the vendor shall inspect/ check the equipment and record the following in service report/log book, which shall be verified and confirmed by the bank's representative.
 - a. CCTV system: Any malfunctioning of the components.
 - b. Any other remarks regarding the Electrical System.
 - c. Any steps to be taken by bank for working of CCTV system.
 - d. DVRs/NVRs/CCTV Cameras must be cleaned properly for removal of Dust.
 - e. Cleaning & Focusing of Camera Lenses must be carried out.



(vii) **Camera & Housing:**

- (a) Camera / lens focus and auto iris adjusted properly.
- (b) Camera field of view is adjusted to customer's requirements.
- (c) Camera / housing viewing window are clean, inside and out.
- (d) Camera lens is dust free.
- (e) Interior of camera enclosure is clean and dry.

(viii) **Wire & Cable:**

- (a) Check wiring and cable harnesses for wear and tear.
- (b) Check to make sure cable is dressed properly.
- (c) Check connectors and cable entry points for loose wiring.
- (d) Coaxial cable is transmitting an adequate video signal to control room. Signal should be free of distortion, tearing, hum-bars, Electro Magnetic Interference and rolling, etc.
- (e) Make sure all coaxial connectors are insulated from conduit and pull boxes.

(ix) **Control Equipment:**

- (a) Monitors are free from picture burn-in and distortion.
- (b) Monitors have proper contrast and brightness.
- (c) DVR/NVR's are functioning properly and provided distortion free recording.
- (d) All control equipment is operational and kept in Rack under Lock & Key. Switchers allow proper sequencing and call up. Multiplexers are properly encoding and decoding.
- (e) Clean monitor screens, control panels, and keyboards with a diluted cleaning solution.
- (f) Check all coaxial connectors on the back panels for loose connections.
- (g) Check all power connections to insure AC plugs are not loose or power cables frayed.

6. **Performance and Product Certification:**

- (a) The products of the bidder must have certification of quality given by the Bureau of Indian Standard (BIS) and acceptable to the Bank. The product should be based on latest technology for the specific requirement.
- (b) OEM Certificate: The bidder should have OEM certificate along with confirmation that they would supply the spare parts for the quoted components for a period of 03 years from the date of installation.
- (c) Documents of Manufacturing License/Product certification copies/IS certificate of products to be submitted.
- (d) Multiple Brands Techno commercial Bids from Single Bidder will be rejected.
- (e) The Bidder should not have been blacklisted by any PSU/PSB/Government organization in past 03 years. Bidders Bank Account should not be classified as NPA by any Bank. A self declaration in this regards to be submitted by bidder along with Bid Documents.

7. **Payment Terms:** No advance Payments shall be made against purchase order. Payment shall be made after delivery& installation of CCTV systems as per site basis. The payment shall be made against delivery challans and invoices and commissioning reports duly signed by Branch Manager. The Annual Maintenance Charges will be paid quarterly subject to satisfactory maintenance for the last quarter. Vendors failing to render requisite maintenance service visits shall be paid only on the prorata basis for the number of mandatory service visits. **AMC charges shall be paid from Zonal Office Only.**

8. **Terms and Conditions of Contract:**

Indian Bank's Right to accept/reject any or all application:

- (i) Indian Bank reserves the right to accept/reject any or all applications and to annul the rate repair contract process at any time prior /after the Tender Process without assigning any reason thereof. The decision of the Bank, in this regard shall be final and binding on all concerned.
- (ii) Indian Bank reserves the right to split and distribute the service area work among the participating bidders partly or fully amongst the bidders agreeing to work upon the lowest quoted rates. Indian Bank reserves the Rights to issue clarifications, Addendum and corrigendum etc.



(iii) Discrepancies or omission, if found by any bidder, in the terms and conditions of the Tender document or if any clarification is sought by the bidder, a written request to the application inviting authority for correction/clarification or interpretation can be submitted up to 04:00 PM, 18 Oct 2023 at zocuttack@indianbank.co.in. Indian Bank can issue clarifications, addendums or corrigendum etc. at any time. The same shall be published in the Bank's Website. The bidders are advised to regularly visit the Bank's website.

9. Conditions for Application Rejection /Cancellation:

- (i) Any effort by bidder/applicant to influence Indian Bank's decisions on evaluation and registration process may result in rejection of application or cancellation of registration.
- (ii) Conditional applications will not be considered and will be rejected summarily.
- (iii) Submission of false/fake documents or if the information provided by the bidder is found to be incorrect/ misleading at any stage/ time during the rate contract process or thereafter may lead to rejection of application.
- (iv) Applications received by Indian Bank after the last date and time prescribed in the Tender Notice/ Application without signature of authorized person/Incomplete applications shall be rejected.
- (v) Malpractice/attempt to influence /Manipulation of rates by itself or by cartelization shall be viewed seriously and the bidder(s) will be summarily rejected.
- (vi) If the bidders are found not complying with any of the eligibility criteria/ if the performance / services of the bidder found to be sub-standard/ if the Bills raised by bidders are found false/ amplified/ manipulated results into cancellation of work.
- (vii) Any other grounds as decided by Indian Bank Management.

10. Monitoring of Performance and other conditions:

The bidder's performance on the job will be constantly monitored for quality, adherence to the safety norms, labour /statutory regulations, conduct /discipline etc. while executing jobs. After deviations from stated conditions can led to appropriate deterrent action as deemed fit by Indian Bank.

- (i) Indian Bank reserves the exclusive rights and absolute discretion to call for tenders for any job or otherwise as deemed fit from open market, even during the validity of the rate contract period.
- (ii) Successful rate contract by Indian Bank is no guarantee of any future award of contract or inclusion of a particular tender list.

11. Earnest Money Deposit: As a goodwill gesture towards prospective applicants, the Indian Bank Zonal Office Cuttack has waived off the Earnest Money Deposit for this rate contract tendering process.

12. Governing Law and Disputes

The provisions of this tender shall always be subject to Government Notifications, any rules/ guidelines that may be in force from time to time. All disputes or differences whatsoever arising between the parties out of or in relation to the construction, meaning and operation or effect of these Tender Documents or breach thereof shall be settled amicably. If however the parties are not able to solve them amicably, the same shall be settled by arbitration in accordance with the provisions of "Arbitration and Conciliation Act-1996" or any statutory modifications or re-enactments thereof and the rules made there under and for the time being in force, shall apply to the arbitration proceedings. The arbitrator shall be appointed with the mutual consent of both the parties. However there is a provision of appeal if either party is not satisfied with the arbitration award. During the arbitration proceedings the Vendor shall continue to work under the Contract unless otherwise directed in writing by the Bank or unless the matter is such that the work cannot possibly be continued until the decision of the arbitrator is obtained. Any appeal will be subject to exclusive jurisdiction of courts at Cuttack.

13. Liquidate Damages: Any delay in completion of work over the stipulated period will attract penalty of 0.5% of the contract value (site basis) per week subject to maximum of 10% of the contract value, The



Bank reserve its rights to recover this amount by any mode, which includes adjusting from any payment to be made by the Bank to the Vendor.

14. **Validity period:** The successful bidder/firms/Vendors will remain in the list of the Bank for three (03) years from the date of contract or till the completion of next contract period at the Bank's own discretion (whichever is earlier).

(i) The rate contract will be valid for three (03) years. On successful completion of one year, renewal for second year subject to the satisfactory performance and review by security department. Revision of rates during the contract period will not be entertained by Bank apart from revision of government taxes and minimum wages act (central) subject to submission of proof.

(ii) Contract will be valid only, if all the eligibility criteria mentioned in the Tender Notice are fulfilled during the entire contract period.

(iii) If the service provided by the bidder is found to be poor and unsatisfactory or if at any point of time during the tender process it is found that the information provided by the bidder is false, the bank reserves the right to cancel the contract. Bank decision in this regard will be final.

15. **Availability of Spares**

Vendor should ensure that the spares for the product offered are available for at least 3 years from the day of installation of equipment. No obsolete equipment should be supplied to the bank.

16. **Patent Rights**

The supplier shall indemnify the purchaser against all third party claims of infringement of patent, trademark or industrial design rights arising from use of the Goods, or any part thereof in India. The supplier shall, at their own expense, defend and indemnify the Bank against all third party claims or infringement of intellectual Property Right, including Patent, trademark, copyright, trade secret or industrial design rights arising from use of the products or any part thereof in India or abroad. The supplier shall expeditiously extinguish any such claims and shall have full rights to defend it there from. If the Bank is required to pay compensation to a third party resulting from such infringement, the supplier shall be fully responsible for, including all expenses and court and legal fees. The Bank will give notice to the Supplier of any such claim without delay, provide reasonable assistance to the Supplier in disposing of the claim, and shall at no time admit to any liability for or express any intent to settle the claim. The Supplier shall grant to the bank a fully paid-up, irrevocable, non-exclusive license throughout the territory of India or abroad to access, replicate and use software (and other software items) if any, provided by the supplier, including all inventions, designs and marks embodied therein in perpetuity.

17. **Termination for Insolvency**

The Bank may at any time terminate the Contract by giving written notice to the Bidder, if the Bidder becomes bankrupt or otherwise insolvent.

18. **Liability**

Vendor's aggregate liability under the contract shall apply to third party claims for bodily injury/electric shock (including death) and damage to real property (due to malfunction of equipment) and tangible personal property caused by vendor's gross negligence/lapse or due to below standard equipments used by Vendor. The Vendor shall be liable for any indirect, consequential, or special damages due to malfunction of the security equipments under the agreement / purchase order.

19. **Warranty**

The offer must include on-site warranty from the date of installation and commissioning of the equipments however there should not be any additional cost for the warranty period. "No AMC" charge will be admissible in warranty period however quarterly service visit is mandatory during warranty period.



20. Force Majeure

Notwithstanding the above provisions, the successful bidder shall not be liable for penalty or termination for default, if and to the extent that its delay in performance or other failure to perform its obligations under the contract is the result of an event of Force Majeure. For purposes of this clause, "Force Majeure" means an event beyond the control of the Bidder and not involving the Bidder's fault or negligence and not foreseeable. Such events may include, but are not restricted to, wars or revolutions and epidemics. If a Force Majeure situation arises, the Bidder shall promptly notify the Bank in writing of such condition and the cause thereof. Unless otherwise directed by the Bank in writing, the Bidder shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means of performance not prevented by the "Force Majeure" event.

21. Nuisance

The Vendor shall not at any time do cause or permit anyone to or cause any nuisance on the site or do anything which shall cause unnecessary disturbance of inconvenience to the Bank, Owners, Tenants or occupier of other properties near the site and to the customers/public generally.

22. No commitment to accept lowest or any tender

The Bank shall be under no obligation to accept the lowest or any other offer received in response to this notice and shall be entitled to reject any or all offers without assigning any reasons whatsoever. The bank will have right to opt for any new technology optimum for the Banks usage.

23. Deliverables and Timelines

The Vendor should ensure that the defects reported in the CCTV System or its components, software etc supplied to the Bank on any working day are set right within one day. The defect will be reported by the office /branch directly to the vendor, may be in the form of oral, telephone, notice, email etc or any other means of communication. The vendor shall generate a complain no. for tracking the complaint status. In case the system or any equipment cannot be repaired within the stipulated period, the vendor should provide a replacement till the system/equipment is returned duly repaired.

24. Technical Specification: As per Annexure V.



Annexure I

Application for participation in Tender for Annual Maintenance and Rate Contract for CCTV System (NVR/DVR based) in Branches / Offices of Indian Bank under Zonal Office Cuttack

To,
The Deputy General Manager
Indian Bank Zonal Office Cuttack
Plot No – C/9, CDA, Sector -6,
Markat Nagar, Cuttack -753 014

Dear Sir,

Subject: Application for participation in Tender for Annual Maintenance and Rate Contract for CCTV System (NVR/DVR based) in Branches / Offices of Indian Bank under Zonal Office Cuttack.

1. This has reference to the captioned subject, I/We have carefully read and understood the criteria mentioned in the Tender Notice released on the website of the Bank.
2. Accordingly, I/we now submit the application form duly completed in all respect & signed, together with certified copies of the requisite documents for participation in Tender for Annual Maintenance and Rate Contract for CCTV System (NVR/DVR based) in Branches/ Offices of Indian Bank under Zonal Office Cuttack.
3. I/We confirm that all information given herein is true to best of my/our knowledge. I/We also understand and confirm that if any of the information given is found to be incorrect either fully or partially or any false/fake documents is submitted at any stage, you may reject the application summarily and also take any legal action as per law.
4. I/We agree that I/We have no objection if enquiries are made about the work listed by me /us herein above and or in the accompanying sheets.
5. It is also confirm that. I/We hereby agree with all the Terms and Conditions laid down in the application/Tender documents.

Yours faithfully

Place:

Date:

Signature of Authorised Signatory
Name & designation of authorised
(signatory with seal of the company)

Encl Documents:-



Annexure II

GENERAL INFORMATION
TECHNICAL BID (Company Profile)

Sl.	PARTICULARS OF THE COMPANY	Details
1	Name of the Company	
2	Full Address	
3	Telephone & Mobile No.	
4	Fax No.	
5	E-Mail Address	
6	Constitution of the firm (whether Proprietary / Partnership / Pvt Ltd. / Public Ltd.	
7	Name of the Proprietor / Partner /Managing Director	
8	Year of Establishment	
9	Registration with the Registrar of Co.	
10	Name(s) of Contact Person (s) with address	
11	Registration with Tax Authority. a. PAN No. b. GST No. Attach latest IT Return filed copy & GST Return filed copy.(Last one Year)	
12	Balance sheet copies for last three years	
13	Address of the Office/Service Center in Bhubaneswar/Cuttack, Odisha (Mention date of opening of office)	
14	Name & address of the Banker, Nature of facilities availed (if any) (Attach Banker's opinion letter on the Conduct of the Firm services).	
15	Whether an empanelled vendor for RBI / SBI/ Nationalized Banks	
16	Do you have any presently running contract with Indian Bank/Public Sector Bank, If yes enclose performance report/work order of running contract	
II.	DETAILS OF REGISTRATION WITH OTHER BANKS	
1	Name of the Bank	
2	Total No. of Systems supplied	
3	Since when empanelled	

Place:

Date:

Signature of Authorised Signatory
 (Name & designation of authorised
 signatory with seal of the company)



Annexure III

List of Enclosures
(To be attached with Technical Bids)

Ser	Description	Enclosed (Yes/No)
1	Certificate of registration of Company/Dealership	
2	Certificate of registration with Income Tax & GST etc	
3	Details of Company registered office at Bhubaneswar/Cuttack with names of employees address contact details email etc	
4	IT Return& GST return	
5	Empanelled with Govt. organization/PSU/Banks etc.	
6	Presently running contract work order with Govt. organization/PSU/ Bank	
7	Experience of having Security Equipment maintenance contract with Indian Bank branches during Last three years	
8	STQC/ERTLETDC/ISO/BIS/DEALER certificate	
9	Customer reference (other than Indian Bank) if any	
10	Documentation product brochure, leaflets manuals warranty conditions etc	
11	Documents in support of any other information	

Place:

Date:

Signature of Authorised Signatory
(Name & designation of authorised
signatory with seal of the company)



Certificate of undertaking to do work in rural/far away Branches & Offices

We certify that we are ready to provide Annual Maintenance, Repair, Supply & installation services for CCTV systems installed (existing as well as new installation) in the urban as well as rural and far away branches offices of Indian Bank under Zonal Office Cuttack as per terms and conditions mentioned in the Tender documents.

Indian Bank Zonal Office Cuttack is free to take actions against the firm in case of any deficiency in our services. The actions will be binding upon us.

Place:

Date:

Signature of Authorised Signatory
(Name & designation of authorised
signatory with seal of the company)



**TECHNICAL SPECIFICATIONS FOR SUPPLY,
INSTALLATION AND MAINTENANCE OF CCTV SYSTEM**

The below mentioned specifications furnished are broad guidelines for the **CCTV** system on the tenderer's own design and manufactures standard system. Wherever the specifications are not furnished or specific, the specification shall be as per their respective UL standards as per the Bank's requirement and they shall not be diluted

TECHNICAL SPECIFICATIONS

S.No	Component / System	Technical Specifications	Compliance (Yes/No)
1	Network recorder (NVR) required specifications	4/3/16/32 Channel NVR with 2 / 4 SATA slots with each slot supporting one 6 TB Hard disk. For IP cameras of 2 MP resolution minimum of 12 TB of Hard disk is recommended for adequate back up of 90 days. The NVR should support Power Over Ethernet (POE) for reduced cabling. Should support 2 way audio. Should support third party cameras. Should support recording from Minimum 6 MP IP cameras or more.	
2	Hard disk – Surveillance Grade	2 TB, 4 TB and 6 TB disks with 2 years warranty (Seagate / WD or equivalent)	
3	IP camera – 2 MP – To be set to 15 Frames Per Second (FPS)	2MP :: 1/2.8" Progressive CMOS, ICR, Olux with IR, 1920x1080:25fps(P)/30fps(N), H.265+/H.265/H.264/MJPEG, DC12V & PoE, 3D DNR, BLC, IR range: up to 50m, Support on-board card slot -S: Audio/Alarm IO connectors.	
4	Standalone IP Camera	1/3" Progressive CMOS/ ICR/ Olux with IR/ 4mm@ F2.2 (1920/1080/ H.264/ DC5V/ DWDR/ 3D DNR/ BLC/ Smart Motion Detection/ Smart Motion Tracking/ On-board card slot (up to 128GB)/ Build-in microphone/ Up to 10m IR/ WiFi with Software smart-configuration via mobile phone. 2MP minimum.	
5	Network Switch for NVR and Cameras	Unmanaged PoE, 8 100M PoE, 1 100M uplink port, 250m Transmission, 6KV Surge Protection, 58W	
6	Network Cable	Cat 6 (T P link) Cabling BIS certified	
7	Micro SD Card	64 GB Micro SD Card (Class 10 UHS 3)	
8	Digital Video Recorder (DVR)	Make: Hikvision/CP Plus/Dahua. (i) 4 Channel DVR with 2 SATA slots with each slot supporting 6 TB Hard disk for 4 cameras. (ii) 8 Channel DVR with 2 SATA slots with each slot supporting 6 TB Hard disk for 8 IP cameras. (iii) 16 Channel DVR with 4 SATA slots with each slot supporting 6 TB Hard disk for 16 IP cameras. (iv) Should support third party camera. (v) Should support recording from minimum 2 MP HD cameras. (vi) Should have LAN port for connection to other systems. (vii) Should have power supply/adaptor for DVR unit.	
9	HD Camera (Dome and Bullet) for DVR	Make: Hikvision/CP Plus/Dahua. (i) 2MP (ii) Should compatible with third party DVR.	
10	Copper (3+1) CCTV Cable	Cable for power supply feed to Camera for PSU and data from Camera to DVR.	



11	Power Supply Unit	PSU (min 10 Amps) to provide power supply to 8 cameras in DVR CCTV System.	
12	PVC Conduit Pipe	ISI mark PVC Conduit Pipe of medium grade with 20 mm dia will be used for laying cable.	
13	Steel Cabinet 2U Rack	Steel Box for keeping NVR/DVR System with dual key and Lock with inside power strip 06 socket. Make: Secureye/equivalent.	
14	Monitor	Make: SAMSUNG /LG/Acer/HP/equivalent. 19" LED Monitor suitable for operation on 220 Voltage 50Hz power supply required CE/FCC Certified. Must support both VGA and HDMI inputs.	
15	System should be robust and capable of working in 24x7 environments		
16	System should support all make of cameras		
17	System should be Scalable / upgradeable.		
18	Support video signal loss alarm.		
19	Should support Manual, Schedule (Regular, Continuous), MD (Video detection: Motion Detection, Video Loss, Tampering), Alarm, Stop		
20	Support playback in various modes fast, slow, pause, forward, backward, frame-by frame		
21	Support IPv6, HTTPS, UPnP™, SNMP, NTP, SADP, SMTP, NFS, iSCSI, PPPoE, etc.		

Note:

- Vendors are required to specify Make and Model of all the equipments quoted for. Technical Literature/ brochures regarding the products should invariably be provided along with technical part of the bid. The specification given in Annexure V is minimum requirement. Specification on the higher side is acceptable with minimum cost. Specification lower than the prescribed specification shall not be acceptable. Empanelment of vendors may be done on fulfillment of eligibility criteria and fulfillment of technical specification compliance.
- All components of CCTV system should be compatible to each other.

Place:
Date:

Signature of Authorised Signatory
(Name & designation of authorized
signatory with seal of the company)



Annexure VI

PRICE BID FOR SUPPLY & INSTALLATION OF CCTV SURVEILLANCE SYSTEM & ITS COMPONENTS

Sl. No.	Item Description	Unit	Qty	Unit Price (in Rs.) excluding GST
1	8 channel NVR (with 2 SATA or more)	Nos	1	
2	Hard Disk 2 TB Surveillance Seagate/WD	Nos	1	
3	Hard Disk 4 TB Surveillance Seagate/WD	Nos	1	
4	2 MP IP Camera for NVR System	Nos	1	
5	Standalone IP Camera	Nos	1	
6	PoE 8 Port Network Switch for NVR System	Nos	1	
7	Cat 6 (T P link) Network Cable for NVR System	Mtr	Per Mtr	
8	Micro SD Memory Card 64 GB for Standalone IP camera	Nos	1	
9	8 channel DVR (with 2 SATA or more)	Nos	1	
10	2 MP HD IR Dome Camera for DVR System	Nos	1	
11	2 MP HD IR Bullet Camera for DVR System	Nos	1	
12	Copper (3+1) CCTV Cable for DVR System	Mtr	Per Mtr	
13	Power Supply Unit for 8 Cameras of DVR System	Nos	1	
14	PVC Conduit Pipe	Mtr	Per Mtr	
15	Steel Cabinet 2U Rack	Nos	1	
16	19" LED Monitor	Nos	1	
17	Mouse Wireless	Nos	1	
18	AMC charges per year (minimum 4 visits per year, i.e. one visit per quarter and attend emergency calls for defect rectification) (AMC payment will be on quarterly basis)	Year	Per Year	
19	Installation charges per site (includes new installation/shifting to alternate premises)	Per site	Per site	
Grand Total (for calculation of L1) (excluding GST and taxes)				
Additional items: Following items will not be considered for L1.				
1	4 channel DVR (with 2 SATA or more)	Nos	1	
2	2MP IP Camera with 64 GB Micro SD Card	Nos	1	
3	16 channel NVR (with 4 SATA or more)	Nos	1	
4	16 channel DVR (with 4 SATA or more)	Nos	1	
5	PoE 16 port Network switch	Nos	1	
6	Hard Disk 6 TB Surveillance Seagate/WD	Nos	1	
7	Hard Disk 8 TB Surveillance Seagate/WD	Nos	1	
8	Micro SD Memory Card 128 GB	Nos	1	
9	Buy Back rate for old DVR (any make)	Nos	1	
10	Buy Back rate for old Cameras (any make)	Nos	1	

Place:

Date:

Signature of Authorised Signatory
(Name & designation of authorized signatory with seal of the company)

