

THE BAGALKOTE DISTRICT CENTRAL COOPERATIVE BANK LTD., BAGALKOTE

Head office, Sector No.24, Navangar,Bagalkote 587 103

No/Adm/P&D/1697/2023

Bagalkote: Date:19/06/2023

Notice Inviting Tender

1. The Bagalkot District Central Co-operative Bank Ltd., Bagalkote having its Head Office at Bagalkote District, Karnataka State having 52 branches across the district.
2. The Bank Invites Sealed Tenders for Tyvek high Security Jewel Pouches in Two-Envelope bid system i.e. (a) Technical Bid (b) Financial Bid vide Tender Ref no. Adm/P&D/1697/2023dated: 19/06/2023.
3. This Tender Document is not Transferrable.
4. Bidders must Submit OEM Authorisation Form.
5. The Bagalkote District Central Co-operative Bank Ltd.,Bagalkote reserves the right to accept or reject the tender in full or in part.

Bagalkote
DATE: 19/06/2023

sd/-
Chief Executive Officer

SECTION -I

TENDER NOTIFICATION

Adm/P&D/ 1697/2023 dated: 19/06/2023

(For Supply of Stationeries)

1	Tender Ref No.	Adm/P&D/1697/2023 dated: 19/06/2023
2	Cost of Tender Document	Rs.2,500/- + 18 % GST. (2,950-00)
3	Last Date and Time for Submission of Tender Documents	On 27/06/2023up to 5.00 p.m.
4	EMD Amount	Rs. 30000 /- through DD in favour of "Chief Executive Officer, Bagalkote DCC Bank, Bagalkote" Payable at Bagalkote.
5	Date and Time of Tender Opening. (Technical & Financial)	28/06/2023at 11.30 a.m.
6	Venue for submission, acceptance and opening of tenders & address for communication	The Bagalkote District Central Co-operativeBank Limited.,Bagalkote Sector No. 24, Navanagar, Bagalkote-587 103 Karnataka State. INDIA Telephone No: 08354-235573 Fax-08354-235571 Email: bdcchobagalkot@rediffmail.com

SECTION-II

INSTRUCTION TO BIDDERS

1. Eligibility to bidders:

- 1.1. Bidder must have a Turnover of 1 Crore in the Previous Financial year.
- 1.2. Bidder must have 1 year experience in executing similar work. Supported Documents to be enclosed.
- 1.3. Lower deviations in the specifications are not allowed.
- 1.4. Must Submit Original Equipment Manufacturers Authorisation form (MAF).
 - 1.4.1. Bidders In the case of a Bidder offering to supply goods under contract which the Bidder did not manufacture or otherwise produce, the Bidder should produce a certificate as per the format enclosed that they have been duly authorized by the goods' manufacturer or producer to supply the goods and assuring full guarantee and warranty obligations. If proposals are submitted through the business partners or authorised distributors etc., a separate "LETTER OF AUTHORISATION TO BID" on behalf of the main vendor/s should be enclosed along with the technical bid. Proposals received without the authorisation letter/s will summarily be rejected.
- 1.5. Bidder must furnish at least 3 Shadow POs from Central Govt./State Govt/Banks/DCCBs/RRBs of any state in India for executing the similar work.
- 1.6. Bidders must submit Technical Bid along with samples as per the Tender specifications. **Bids submitted without Samples will be summarily rejected.**
- 1.7. All Technical bids must be accompanied by EMD as specified in the Tender Notification (Section – I) and submitted on or before the prescribed date and time given in Section – I of this document. **Bids submitted without EMD will be summarily rejected.**

2. Performance Security

- 2.1. The successful bidder's EMD will be converted into performance security.
- 2.2. The performance security furnished by the successful Bidder in respect of his bid will be returned to him after 3 months from the date completion of supply of contract items.

3. Standards:

- 3.1 All Stationeries/Items supplied shall meet standards as per specification.
- 3.2 Contents to be printed on stationeries will be given to Selected Bidder.

4. Payment

- 4.1. The terms of payment will be as follows:
 - 4.1.1. 50 % advance along with order.
 - 4.1.2. 45 % against Successful and completion of Delivery.
 - 4.1.3. 5 % after Satisfactory Period for 3 Months from the date of Delivery.
- 4.2. Payment will be made to the Selected Supplier after ascertaining whether the contract has been executed satisfactorily and towards this the Purchaser should furnish the necessary certificate from the accepting authorities.

4.3. Payment will not be made to the Selected Supplier unless the work entrusted is executed completely and satisfactorily.

4.4. Taxes and Duties:

4.4.1 Price Quoted must be Inclusive of All Taxes as applicable.

4.4.2. Selected Bidder shall be entirely responsible for all taxes, duties, license fees, Octroi, Road permits and Transportation charges, and Installation Charges [Labour Charges] etc., incurred until delivery of the contracted goods to the purchasers to Head Office at Bagalkot District.

5. DELIVERY SCHEDULE:

5.1. Delivery: 8 days from the date of issue of Purchase order.

6. Copy of the Masked Financial Bid must be enclosed in the technical bid. A Softcopy of the bid proposal both Technical and Financial (Masked price bid) must be submitted along with the respective sealed bid/s.

7. Arbitration:

7.1. All disputes and differences of any kind whatsoever arising out of or in connection with the purchase order shall be referred to arbitration. The arbitrator may be appointed by both the parties mutual agreed upon or in case of disagreement each party may appoint an arbitrator and such arbitrators shall appoint an Umpire before entering on the reference. The decision of the arbitrator / Umpire shall be final. Such arbitration to be governed by the provisions of Indian Arbitration and Conciliation Act 1996.

7.2. Notwithstanding anything contained herein above, in case of any dispute, claim and legal action arising out of this Tender/Bid, the parties shall be subject to the jurisdiction of courts at **Bagalkote**.

8. The Bagalkot DCC Bank reserves the right to reject this invitation/Tender/Bid to offer in part or full, or cancel the entire procurement process at any stage without assigning any reason.

SECTION-III

Technical Specifications of the Material to be used for printing below items:

For below Items Material should be One side 55 GSM high Density Poly ethylene non oven fabric, like Tyvek 1056D. And other side 100-micron transparent film.

2. Closing Mechanism: Cover to be closed with tamper evident tape.
3. Jewel Loan Pouches should have three side security seal.
4. It should be highly tear, water chemical, rot and mildew resistant like Tyvek Style 1056D.

S N	Item	Specification	Qty Required.	Unit Rate (Inclusive of all taxes) in Rs.	Total Value Unit Rate (Inclusive of all taxes) in Rs.
1	Tyvek High Security Jewel Pouches	6 x 5" single colour Pre-Printed Covers 55 GSM: Tyvek Style 1056D	1,00,000 covers		
2	Tyvek High Security Jewel Pouches	8.5 x 6" as single colour Pre-printed Covers. 55 GSM: Tyvek Style 1056D	50,000 covers		

SECTION IV

Evaluation Process.

The object of the evaluation Process is to select the reliable and experienced vendor capable for the supply of Tyvek high Security Jewel pouch within a specified time-frame and cost effective.

The Bagalkot DCCB at its discretion may reject the proposal without giving any notice to Bidder without any reason whatsoever, If Bank has opinion that the sizing was not made appropriately to meet the requirements. Bank may ask revised Commercial Bids from Technical Qualified Bidders.

Stages of Evaluation Process.

Technical bids received within the Stipulated time shall be opened before the representatives of the bidders. The Evaluation Process will be carried out in the following Stages.

1. Preliminary Screening of Tender Proposals

- a. All the Submitted bids will be considered except for Bidders who have not enclosed EMD in Technical Bid.
- b. Bids which are 'deviating from the Eligibility Criteria' shall be rejected
- c. Incomplete Bids will be rejected.

2. Technical Bid Evaluation.

- a. Priority will be given to Manufacturers/OEM Suppliers.
- b. The Bagalkot DCCB may visit the references sites mentioned by the bidder and seek feedbacks.
- c. The Bagalkot DCCB at its discretion may reject the proposal in case responses received from the references/ site visits are Negative.

3. Commercial Bid Evaluation.

- a. The Commercial bids that have been shortlisted in Technical Bids will be opened.
- b. Commercial Bids of the Non qualifying Bidders (Who are not Technically Qualified) will not be opened.
- c. Commercial Bids need to be submitted in the prescribed format with duly signed.

4. Selection of Vendor

- a. If there is a huge variation between the L1, L2 and L3, the Bagalkot DCCB reserves the right to negotiate accordingly.
- b. The Bagalkot DCCB reserves the right to negotiate the Price with the Bidders before awarding the Contract.

5. Contract Signing

- a. The Successful Bidder, in case not responding to the Award of Contract within One Week from the Date of Order, it shall be deemed to be cancelled and the EMD will be forfeited and the Bagalkot DCCB reserve the right to invite the L2 Vendor for negotiation and award of Contract.

TABLE I
DETAILS OF THE ORGANISATION

1	Name of the Manufacturer/Bidder	
2	Year of starting the organization & registration number (photo copy of registration certificate to be enclosed)	
3	Address of the Manufacturer (along with phone no.& pin code)	
4	Status of Manufacturer	
5	a) C.S.T./K.S.T./T.I.N. No. b) Permanent PAN No. of Income Tax Dept. (Photocopy of I. T. returns for the last three years to be enclosed)	
6	Audit reports for the Previous year (Chartered Account' report in P&L account to be enclosed)	
7	Particulars of Sales Tax returns for the Previous years(photo copy of returns to be enclosed)	
8	Experience in Supply and Maintenance (supporting certificates to be enclosed)	
9	Particulars of E.M.D.	
10	Particulars of Physical Infrastructure and total strength of staff available in the organization relating to Manufacture/ supply/testing/Service etc.,	

Signature of the bidder and address with seal

Date :

TABLE-II
Bid form

Ref. No:

Date:

To,

The Chief Executive Officer,
The Bagalkote DCC Bank Ltd.,
BAGALKOTE

Sir,

Having examined the Bidding Documents the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply of Tyvek high Security Jewel pouches to The Bagalkote DCC Bank for which necessary Bid security

Amounting to Rupees. _____ the prescribed rate is enclosed _____ vide D.D. No. _____ Dtd: _____ is enclosed herewith.

Conditions :-

We undertake, if our Bid is accepted, to supply the learning materials in accordance with the terms and conditions in the Bidding document.

1. If our bid is accepted, we will obtain the Performance guarantee of a bank in a sum equivalent to 5 % of the Total Contract Price for the due performance of the Contract, in the form prescribed by the purchaser. .
2. We agree to abide by this bid for a period of 3 months after the date fixed for bid opening of Second Envelope (Commercial) and shall remain binding upon us and may be accepted at any time before the expiration of that period.
3. We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this _ day of 2023

Signature:

**Duly authorized to sign bid for and on behalf of office
address seal**

Place:

TABLE – III

EARNEST MONEY DEPOSIT

TO:

The Chief Executive Officer,
The Bagalkot DCC Bank Ltd.,
Bagalkot

Sir,

Whereas M/s _____ (hereinafter called "the Bidder") has submitted its bid dated _____ for the supply of Tyvek high Security Jewel pouches at Bagalkote DCC Bank (here in after called the "Bid") we are herewith remitting a sum of Rs. _____ by way of DD No. _____ vide., _____ on dated _____. Further we have clearly understood that the bid this regard will not be opened without EMD. (Scanned copy of the remittance is hereby attached)

THE CONDITIONS of this obligation are:

- 1 If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
- 2 If the Bidder, having been notified of the acceptance of its bid by the Purchaser 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.

The guarantee will remain in force up to and including 3 months after the period of the bid validity.

Place:

Signature

Date:

Name & Address of the bidder with seal

TABLE-IV
CONTRACT FORM

THIS AGREEMENT made the ____ day of _____ 2023 between CEO, The Bagalkote DCC Bank, Bagalkote , Karnataka State, India, (hereinafter called "the Purchaser") of the one part and M/s _____ (Name of the Manufacturer/Supplier) of _____ (City and Country of Manufacturer) (hereinafter called "the Manufacturer") of the other part :

WHEREAS the Purchaser is desirous to supply of Tyvek high Security Jewel pouches. As Per Section-III and has accepted a tender by the Supplier for the supply of those goods and services in the sum of Rs. _____ in words _____ (Contract Price) (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 a part of this Agreement, viz:
 - a. the Tender Form and the Price Schedule submitted by the Tenderer;
 - b. the Schedule of Requirements;
 - c. the Technical Specifications;
 - d. the General Conditions of Contract;
 - e. the Special Condition of Contract; and
 - f. the Purchaser's Notification of Award.
3. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the goods and services and to remedy defects therein conformity in all respects with the provisions of the Contract.
4. The Purchaser hereby covenants to pay the Supplier 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 Supplier are as under:

SN	Item	Specification	Qty Required.
1	Tyvek High Security Jewel Pouches	6 x 5" single colour Pre-Printed Covers 55 GSM : Tyvek Style 1056D	1,00,000 covers
2	Tyvek High Security Jewel Pouches	8.5 x 6" as single colour Pre-printed Covers. 55 GSM : Tyvek Style 1056D	50,000 covers

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

Signed, Sealed and Delivered by the Said
(For the Purchaser) in the presence of.....

Signed, Sealed and Delivered by the said
(For the Supplier) in the presence of ::.....

TABLE-V

STATEMENT OF PAST PERFORMANCE

(Performance for performance statement (Three PO Details) relating to manufacture / supply work)

Name of the Firm:M/S

Name of the organization and address to which service was provided	Contact No.& date of the agreement extended with the organization	Description of the contract	Total Value of contract	Period of contract (mentioned the span of time schedule)	If there is delay, in performance, reasons for the same	Has the work entrusted completed satisfactorily (Attach certificate From an Officer who entrusted the work)
1	2	3	4	5	6	7

Place:

Signature and seal of the Bidder with office seal

Date:

TABLE - VI

ACCEPTANCE OF IMPLEMENTATION SCHEDULE

To,

The Chief Executive Officer,
The Bagalkot DCC Bank Ltd.,
Bagalkot

Sir,

We M/s._____.(Name of the bidder) here in after Called "the Manufacturer" have furnished the bid for the supply of Tyvek high Security Jewel pouchesto selected sites in theBagalkot District or to Head Office do here by agree to the Delivery schedule of the said project. Failing which the Chief Executive Officer, The Bagalkote DCC Bank Ltd.,Bagalkotewill have discretion to either reject or cancel the contract agreement.

Yours faithfully,

Place:

Date:

Signature of the bidder and with office seal

TABLE-VII

UNDERTAKING

To,

The Chief Executive Officer,
The Bagalkot DCC Bank Ltd.,

State: Karnataka, INDIA

BAGALKOT.

Sir,

We M/s. _____.(Name of the bidder) here in after Called "the Manufacturer/Supplier " do hereby affirm and undertake to abide by all the terms, conditions and specifications given in the bidding document while performing the contractual obligations relating to bid for the supply of Tyvek high Security Jewel Pouches to Head Office of The Bagalkote DCC Bank within stipulated time. We also adhere to guarantee clause , terms and conditions of the contract.

Yours faithfully,

Place:

Date:

**Signature of the bidder
and with office seal**

TABLE- VIII

CHECK LIST OF DOCUMENTS TO BE SUBMITTED IN THE FIRST ENVELOPE (TECHNICAL BID)

Sl. No.	Description	Whether the Document is enclosed or not	Page No. From and To
1	Details of Organization as per Table -I	YES/NO	
2	Bid form as per Table II	YES/NO	
3	EMD as per Table III	YES/NO	
4	Statement of past performance as per Table V	YES/NO	
5	Format of acceptance of implementation schedule as per Table VI	YES/NO	
6	UNDERTAKING as per Table VII	YES/NO	
7	Acceptance to Technical Specification as per Section III	YES/NO	
8	Site details Section-I	YES/NO	
9	Copies showing the legal status , places of registration and principal place of business of the firm	YES/NO	
10	Copies of Previous Year P & L, Balance Sheet	YES/NO	
11	Attested copies of sales tax registration and sales tax returns for the previous year.	YES/NO	
12	Address of the nearest official Service Centre of the company.	YES/NO	

TABLE-IX

PARTICULARS TO BE SUBMITTED IN THE COMMERCIAL BID (SECOND COVER)

PRICE SCHEDULE FOR THE SUPPLY OF TYVEK HIGH SECURITYFD/VLD RECEIPT & COVERS

Rates quoted by the bidder:

The rates should be mentioned item wise clearly both in words and figures

S N	Item	Specification	Qty Require d.	Unit Rate (Inclusive of all taxes) in Rs.	Total Value Unit Rate (Inclusive of all taxes) in Rs.
1	Tyvek High Security Jewel Pouches	6 x 5" single colour Pre Printed Covers 55 GSM : Tyvek Style 1056D	1,00,000 covers		
2	Tyvek High Security Jewel Pouches	8.5 x 6" as single colour Pre-printed Covers. 55 GSM : Tyvek Style 1056D	50,000 covers		

CONDITIONS

1. If our tender is accepted, we are here by undertake to abide as per the stipulated Terms and Conditions, for the supply of Tyvek high Security Jewel Pouchesto respective Branches as per the item awarded.
2. We agree to abide by this Tender for bid validity of 3 months after the date fixed for opening of Second Envelope (Commercial) if required., and shall remain binding upon us and may be accepted at any time before the expiry of the period.
3. We agree to abide by this tender 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 namely "Prevention of corruption act 1988".
4. We understand that you are not bound to accept a lowest offer that you may receive after Tender validity.

Dated this.day of.2023

Signature

(Name and Address of the Tender with seal)

(In the capacity of Duly authorized to sign the Tender for and on behalf of)

"Approved"

GENERAL MANAGER (A)

