

**BANK OF MAHARASHTRA**



**TENDER DOCUMENT**  
**FOR**

**PURCHASE, SUPPLY, INSTALLATION,  
COMMISSIONING AND MAINTENANCE OF  
CCTV CAMERAS, SECURITY AND FIRE ALARM SYSTEMS  
(Electronic Security Equipments)**

**AT**

**BANK OF MAHARASHTRA  
PUNE CITY AND PUNE WEST ZONES  
"YASHOMANGAL", SHIVAJINAGAR  
PUNE 411005  
MAHARASHTRA, INDIA**

**Cost of Tender Document Rs 5,000/- (Non refundable)**

**Earnest Money Deposit Rs 50,000/-**

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बैंक ऑफ महाराष्ट्र  
पुणे शहर अंचल  
पुणे



Bank of Maharashtra  
PUNE CITY ZONE  
Pune

AX6/PCZ/Security/AMC/2014-2015

04/04/2014

**EMPANELMENT OF FIRMS / SUPPLIERS FOR CCTV CAMERAS , SECURITY AND FIRE ALARM SYSTEMS IN THE BRANCHES OF PUNE CITY AND PUNE WEST ZONES, PUNE.**

1. Bank of Maharashtra intends to empanel firms for Annual Maintenance Contract for CCTV cameras, Security and Fire Alarm systems (electronic security equipments) in the branches of Pune City and Pune West Zones for a period of 12 months. For this purpose we intend to solicit Technical / Price bids from prospective vendors. Prospective vendors may collect the technical bid / price bid format from Bank of Maharashtra, Pune City Zone, Yashomangal, F C Road, Shivajinagar, Pune 411 005 during office hours from 10.00 AM to 05.00 PM. on payment of Rs.5000/- ( Non-Refundable) by way of Demand Draft / Pay Order favoring Bank of Maharashtra.

2. For complete details and formats of RFP can also be collected from the Bank's website [www.bankofmaharashtra.in](http://www.bankofmaharashtra.in) .RFPs downloaded from website shall accompany the Pay Order / Demand Draft along with the Technical Bid to **Chief Manager, Pune City Zone, Bank of Maharashtra, Yashomangal, F C Road, Shivajinagar, Pune 411 005.**

Date of commencement of issue of RFPs : 04.04.2014  
Last date for submission of RFPs : 25.04.2014 up to 5.30 P.M.  
Opening of RFPs : 26.04.2014 at 3.15 P.M.  
Cost of RFP : Rs.5,000.00

3. In case prospective service providers are fulfilling the above specifications, they may submit their Technical and Financial Bids (strictly in the format enclosed at Annexure I to VII) in two separate sealed envelopes so as to reach us latest on 25.04.2014 by 05.30 PM. The envelope should be marked as TECHNICAL BID / FINANCIAL BID FOR AMC OF CCTV, SECURITY AND FIRE ALARM SYSTEMS, BANK OF MAHARSHATRA, PUNE CITY and PUNE WEST Zones" on its top and forwarded to the address mentioned at Para "2."

4. No brokers/intermediaries shall be entertained. Offers from firms not having their own offices in Pune, as the case may be, will not be considered. All conditions and parameters will be evaluated with reference to the firms submitting the tenders. The Bank reserves the right to reject any / all applications without assigning any reason whatsoever and also to confirm authenticity of the facts submitted by the bidders.

Chief Manager  
Pune City Zone

पुणे शहर अंचल कार्यालय , यशोमंगल , एफ. सी. रोड , शिवाजीनगर , पुणे - 411005  
टेलीफोन क्रमांक (कार्यालय) - 25530861/865 , 25537919/920 , फॅक्स - 25510812

**EMPANELMENT OF FIRMS / SUPPLIERS FOR CCTV CAMERAS, SECURITY AND FIRE  
ALARM SYSTEMS IN THE BRANCHES OF PUNE CITY  
AND PUNE WEST ZONES**

**TERMS & CONDITIONS**

**1. SCOPE OF WORK**

Bank of Maharashtra intends to empanel firms for Annual Maintenance Contract for CCTV cameras, Security and Fire Alarm systems (electronic security equipments) in the branches of Pune City and Pune West Zones for a period of 12 months.

**2. TERMS OF EXECUTION OF WORK & LIQUIDATED DAMAGES**

The annual maintenance contract would commence from the 7th day of acceptance of the work order issued by the Bank. Any delay in completion of the work over the stipulated period will attract penalty of 0.5% of the contract value per week subject to maximum of 5% of the contract value.

Bank reserves its right to recover these amounts by any mode such as adjusting from any payments to be made by the Bank to the company. Liquidated damages will be calculated per week basis. Part of week will be treated as a week for this purpose. However, the Bank may condone the liquidity damages for delay of less than a week.

**3. ELIGIBILITY CRITERIA FOR SHORT-LISTING**

Ser No	Criteria	Documents required:
(a)	The firm should have experience of successfully undertaken similar works for RBI/ Public Sector and Commercial Banks.	Purchase order copies issued by the organizations since 01.04.2010 and a statement showing each year execution of contract and Certificate/letter stating about the performance of CCTV Cameras, DVR, Switcher and Monitors , Security and Fire alarm systems supplied.
(b)	The firm must have average annual turnover (sales) of Rs.02.00 crores during the last three years, ending 31.03.2011, 31.03.2012 and 31.03.2013	Audited Profit & Loss Account and Balance Sheet for 31.03.2010, 31.03.2011 & 31.3.2012
(c)	The Vendor must be in the business of electronic security equipments for last 3 years.	Manufacturer/Dealer/Distributor certificate.
(d)	The vendor must meet the technical specifications.	Refer Annexure-II
(e)	Sales Volume of electronic security equipments during the last financial year must not be less than Rs. 2.00 crores.	CA Certificate certifying sale of electronic security equipments of not less than Rs.2.00 crore
(f)	The Vendor should have service set up in Pune	List of service set ups should be submitted.
(g)	Qualified Engineers / technicians with Degree/ Diploma in Engineering.	Minimum 10 qualified Engineers/ technicians should be available with the Company. Names and qualifications should be submitted.

**4. LOCATIONS TO BE COVERED**

The Annual maintenance contract of the electronic security equipments is to cover all the branches of Pune City and Pune West Zones and installations of new electronic security equipments at proposed new branches in Pune District for the F Y 2014-15.

**5. TWO PART OFFER**

The offer will be in two parts; **Technical Offer and Commercial Offer**. Both the parts must be submitted at the same time but in separate sealed covers, giving full particulars, addressed to the Bank of Maharashtra, and duly super-scribed on each envelope "**Technical Bid for CCTV Cameras, Security and Fire Alarm Systems**" and "**Financial Bid for CCTV Cameras, Security and Fire alarm systems**" on or before 25.04.2014 at 5.30 p.m.

## **6. EARNEST MONEY DEPOSIT**

**Earnest Money Deposit of Rs.50,000.00 (Rupees Fifty Thousand only)**, in the form of a Demand Draft / Pay order issued by a scheduled commercial Bank **favouring Bank of Maharashtra Payable at Pune** must be submitted along with the technical bid. This amount will be forfeited if the vendor withdraws his bid during the period of bid validity or refuses to accept purchase order or having accepted the purchase order, fails to carry out his obligations mentioned therein. Bank Guarantee in lieu of Earnest Money Deposit will not be accepted. No interest will be payable on the Earnest Money Deposit amount. The Earnest Money Deposit must be submitted along with technical offer. In the event of non-submission of the Earnest Money Deposit money of Rs.50, 000.00, the proposal will be rejected. The Earnest Money Deposit will be refunded to the offerer only after the completion of the bid process.

## **7. VALIDITY PERIOD OF THE OFFER**

The offer should remain valid for a period of one year from the date of first work order.

## **8. TECHNICAL OFFER (TO)**

The technical offer (TO) should be complete in all respects and contain all information required in the document. It should not contain any price information. However, TO should confirm that all required particulars have been quoted in the Commercial Offer, without showing the actual amounts in the Technical Offer (TO). Any system supplied free along with the offer or at a cost must be indicated separately and specifically.

It is mandatory to submit the technical details in the prescribed Proforma (Annexure-II) duly filled in, along with the offer. In case of non-submission or partial submission of technical details, the Bank, at its discretion, may not evaluate the offer. The T.O. must be submitted in an organized and structured manner. No brochures/ leaflets etc. should be submitted in loose form.

The T.O. should comprise of the following:

- (i) Covering letter on the prescribed format (Annexure-I)
- (ii) Technical specifications complete with all the columns filled in (Annexure-II).
- (iii) Unpriced version of Bill of Material/ Indicative Price Bid (Annexure-III )
- (iv) Price Bid. ( Annexure IV )
- (v) Annexure-V duly filled in with photocopies of required certificates/documents/ proof / P&L & Balance sheets, Copies of order executed etc.
- (vi) Documentation (Product brochures, leaflets, manuals, etc.)
- (v) Details of a reference site as per Annexure VI.
- (vi) Earnest Money Deposit of Rs.50,000.00, in the form of a Demand Draft/Pay Order issued by a Scheduled Commercial Bank favouring Bank of Maharashtra, payable at Pune.
- (vii) Vendors profile as per Annexure VII.
- (viii) Mandatory qualitative requirement of the firm as per Annexure VIII.

## **9. PRICE COMPOSITION**

The price quoted should be only in Indian Rupees and inclusive of following:

- (i) Cost of the equipments and other components.
- (ii) All taxes, duties and levies (except Octroi, which will be at actual)
- (iii) Transportation, freight and forwarding charges to respective sites.
- (iv) Insurance to cover the equipment from transit period till installation.
- (v) Prices, which are not quoted as above, will be rejected.

## **10. NO ERASURES OR ALTERATIONS**

Technical / Commercial details must be completely filled up. The corrections or alterations, if any, should be authenticated. In the case of the corrections / alteration are not properly authenticated, the offer will be rejected.

#### **11. NO PRICE VARIATIONS**

The Commercial Offer shall be on a fixed price basis. No upward revision in the price would be considered on account of subsequent increases in Government taxes, customs duty, Excise Tax, Sales Tax, etc. However, if there is any reduction on account of Government levies / taxes, during the offer validity period, the same shall be passed on to the Bank.

#### **12. PRICE FREEZING**

The price finalized shall remain valid for a period of one year from the date of such finalization with the option to the Bank to review the price if necessary.

#### **13. OPENING OF OFFERS**

The technical bids will be opened on 26.04.2014 at 3.15 p.m. in the presence of the offerer / their authorized representatives. No separate intimation will be given in this regard to the Vendors for deputing their representatives.

#### **14. EVALUATION PROCESS**

Technical Offers will be evaluated on the basis of compliance with eligibility criteria, technical specification, other terms and conditions stipulated in the tender document. Financial Offers of only those Vendors who qualify in the technical evaluation will be opened.

#### **15. 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 tender and shall be entitled to reject any or all offers without assigning any reasons whatsoever.

#### **16. SPLITTING OF ORDER**

The Bank reserves its right for splitting the quantity between two vendors.

The splitting of the order will be in 60:40 ratio, provided the L2 vendor agrees to match the prices quoted by L1 vendor and agrees for all the terms and conditions.

In case L2 vendor is not willing to match L1 price, Bank will call L3, L4 vendors etc., in that order to step into the shoes of L2 vendor. In the event of L3, L4 etc., vendor not matching the L1 price the entire quantity will be awarded to L1.

#### **17. RIGHT TO ALTER QUANTITIES**

The Bank will be free to either reduce or increase the quantity to be purchased on the same terms and conditions. The Bank reserves the right to alter quantities. The Bank also reserves the right to place further/repeat order on same terms and conditions within a period of 12 months.

#### **18. ORDER CANCELLATION**

If the vendor fails to deliver and / or install the equipment within the stipulated time schedule or the extended date communicated by the Bank, it will be a breach of contract.

The Bank reserves its right to cancel the order in the event of delay in delivery / installation / commissioning of equipment.

#### **19. PERFORMANCE BANK GUARANTEE**

Successful vendor(s) should produce a Performance Bank Guarantee for a period of three years from a Public Sector Bank equal to 10% of the total cost and the same may be renewable for further period as per requirements. During defect liability period (warranty period) vendor should attend to all repairs / defect / replacement of spare parts free of cost. Failure on the part of the vendor to attend the defects within a reasonable period, Bank on its own will get defects rectified through another agency at the risk and cost of vendor.

#### **20. GUARANTEES**

The equipments delivered to the Bank should be brand new, including all components. The vendor should also guarantee that all the equipments / components supplied by the vendor is licensed and legally obtained.

## **21. AVAILABILITY OF SPARES**

Spares for the product offered should be available for at least 05 years.

## **22. WARRANTY**

The offer must include comprehensive on-site warranty of one-year from the date of installation and commissioning of the surveillance systems.

Vendors shall be fully responsible for the manufacturer's warranty in respect of proper design, quality and workmanship of all equipments, accessories, etc. covered by the offer. Vendor must warrant all equipments, accessories, spare parts, etc. against any manufacturing defect during the warranty period. During the warranty period, vendor shall maintain the surveillance systems and repair / replace all the defective components at the installed site, at no additional charge to the Bank.

## **23. MAINTENANCE STANDARD EXPECTED DURING WARRANTY**

The vendor should ensure that the surveillance system reported Breakdown / malfunctioning on any working day is set right by on the same day and in no case later than the next working day. In case, equipment cannot be repaired within the stipulated period, the vendor should provide replacement of the same till the machine is returned duly repaired.

## **24. ANNUAL MAINTENANCE CONTRACT**

Should the Bank decide to do so, the vendor is expected to maintain the supplied surveillance equipments for at least Five years after the expiry of warranty period. Comprehensive on site maintenance charges, for the post warranty period, must be quoted in rupees per machine per year, in the Commercial Offer. The vendor is expected to ensure same maintenance standards as during warranty period.

At the same time, the vendor is also expected to make available the spare parts for the systems for at least nine / five years after the expiry of warranty period.

Thereafter, vendor will give at least twelve months notice prior to discontinuation of support services. If any of the peripherals, component etc. are not available or difficult to procure or if the procurement is likely to be delayed, the replacement shall be carried out with equipment of equivalent capacity or higher capacity at no additional charges to the Bank, during the warranty period and AMC.

## **25. No reimbursement of cost of any type on any account will be paid to persons or entities submitting their bid.**

## **26. FORCE MAJEURE.**

If at any time during the period of the contract the performance in whole or in part by either party or any obligation under the contract shall be prevented or delayed by reasons of any war, hostilities, acts of god, Public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics etc then, provided notice of the happening of the any such events is given by either party to the other within 15 days from the date of occurrence thereof, neither party shall by reason of such event be entitled to terminate their contract nor shall either party have any claim for damages against the other in respect of such non-performance or delay in performance. The whole or any part of the Party's obligations under the contract shall be resumed as soon as practicable after such event has come to an end or ceased to exist. If force majeure event continues beyond the period of three (3) months the parties shall hold consultation to resolve the problem satisfactorily.

To  
**The Chief Manager**  
**Bank of Maharashtra**  
**Security Department**  
**Yashomangal, Shivajinagar,**  
**Pune-411005 (Maharashtra) India**

Dear Sir,

**Sub: Your RFP for CCTV cameras, Security and Fire Alarm Systems dated 04.04.2014.**

With reference to the above RFP, having examined and understood the instructions, terms and conditions forming part of the RFP, we hereby enclose our offer for the supply of the equipments as detailed in your above referred RFP.

We confirm that we have not been disqualified by any PSU bank for supply of surveillance systems.

We further confirm that the offer is in conformity with the terms and conditions as mentioned in the RFP and all required information as per Annexure I, II, III, IV, VI, VII & VIII.

We also confirm that the offer shall remain valid for One year from the date of first purchase order.

We hereby undertake that **the equipments to be delivered to the Bank will be brand new including all peripherals and components and that the equipment and its parts are licensed and legally obtained.**

We hereby undertake to provide Performance Bank Guarantee equivalent to 10% of the value of the Invoice amount with a validity period of three years which may be renewable for a further period as per requirement.

OR

The Bank may retain 10 % of the contract amount to be released after three years renewable for a further period as per requirement.

We understand that the Bank is not bound to accept the offer either in part or in full and that the Bank has right to reject the offer in full or in part without assigning any reasons whatsoever.

We enclose Demand Draft/Pay Order for Rs. ----- favouring Bank of Maharashtra and payable at Pune , towards Earnest Money Deposit, details of the same are as under:

- Demand Draft / Pay Order No. :
- Date of Demand Draft / Pay Order :
- Name of Issuing Bank :

Yours faithfully,

**Authorised Signatories**

(Name & Designation, seal of the firm)

Date:



**EMPANELMENT OF FIRMS / SUPPLIERS FOR CCTV CAMERAS , SECURITY AND FIRE ALARM SYSTEMS IN THE BRANCHES OF PUNE CITY AND PUNE WEST ZONES**

**Technical Evaluation / Technical Offer**

The evaluation will be done on the following two parameters:

1. Financial parameters: 25 Marks
2. Technical parameters: 75 Marks

**Financial Parameters:**

Parameters	Max. Marks	Marks		Self Assessment Marks
Average Annual Turnover (TO) during last 3 years – 2010-11 2011-12 & 2012-13.	5	Less than <b>Rs.1.00 crore</b>	0	
		Above Rs.1.00 crore ,1 mark for each crore above <b>Rs. 1.00 crore</b> , maximum 5 marks.	5	
Net worth (NW) of the Company as of 31.03.2012 as per audited Balance Sheet / CA certificate	5	NW less than <b>Rs.1.00 Crore</b>	0	
		NW above <b>Rs.1.00 crore</b> but less than <b>Rs.5.00 crore</b> .	2	
		NW of <b>Rs. 5.00 crore</b> & above	5	
Sales volume of the Surveillance systems for last financial year 2012-13.	5	Less tha <b>Rs.1.00 crore</b>	0	
		Above <b>Rs.1.00 crore</b> but less than <b>Rs.5.00 crore</b>	2	
		More than <b>Rs 5.00 crore</b>	5	
Work executed since 01.04.2010, (Give the order value, model and equipments in No's model wise)	5	Below 100 systems	0	
		Above 100 systems and less than 500 systems	2	
		More than 500 systems	5	
Net Profit of the last Financial Year –2012-13 as per audited B/S	5	Below <b>Rs. 10.00 Lacs</b>	0	
		Above <b>Rs.10.00 lacs</b> but below <b>Rs. 25.00 Lacs</b>	2	
		Above <b>Rs. 25.00 Lacs</b>	5	
Total (A)	25			

**Technical Parameters:**

Parameters	Max. Marks	Marks		Self Assessment Marks
No. of years in surveillance systems	15	Minimum 3 years	5	
		Above 3 years, 1 marks for each additional year, maximum 15 marks.	15	
Location for support services	15	In Pune	5	
		Satara, Solapur, 1 marks for each additional location maximum 15 marks.	15	
Reference site	15	Minimum 2 Sites	9	
		Above 2 sites ( <b>3 marks for additional site , maximum 15 marks</b> )	15	

Whether the Dealer/ Distributor/ Manufacturer is ISO 9001 certified for supplying surveillance systems	10	ISO Certified	10	
		Not Certified	0	
No. of qualified engineers on all India level	15	Minimum 10 qualified engineers	10	
		Above 10 qualified engineers (2 mark for additional 5 engineers)	15	
Whether Company is manufacturer or distributor/dealer	5	Distributor/Dealer	3	
		Manufacturer	5	
Total (B)	75			
Grand Total (A+B)	100			

**Note:** In order to assist the process of evaluation, vendors are required to submit documentary evidences to support their claims of these parameters. **If the vendor does not provide any of these details no marks will be given to the vendor in evaluation process. Minimum qualifying marks is 75. The Performance of the surveillance systems will be evaluated by the Committee. For short listing vendors, the top 3 vendors who has scored highest marks will be taken into consideration. Though the vendor obtains the qualifying marks of 75, he may not be short listed if the marks do not fall within the top 3 highest scoring marks.**

**Annexure – III**

**EMPANELMENT OF FIRMS / SUPPLIERS FOR CCTV CAMERAS, SECURITY AND FIRE ALARM SYSTEMS IN THE  
BRANCHES OF PUNE CITY AND PUNE WEST ZONES**

**Financial Composition/ Commercial Offer**

Sr. No	Item Description –	Make	Price per unit In figures	Price per unit In Words
	<b>CCTV</b>			
1	8 Channel Standalone DVR (H.264, 8 SATA Interface and DVD R/W, for minimum 180 days recordings)			
2	16 Channel Standalone DVR (H.264, 8 SATA Interface and DVD R/W, for minimum 180 days recordings)			
3	Hard Disk Drive (Surveillance) 2TB			
4	Monitor 19" Samsung/LG/ Equivalent			
5	Monitor 42" Samsung/LG/ Equivalent			
6	Vandal Proof IR Camera (Outdoor) vari focal lens, 700 TVL lines, 1/3" Sony CCD or equivalent, 50 meters, with weather proof housing			
7	Indoor IR camera Wide Dynamic Range, 1/3" Sony CCD or equivalent, 700 TVL lines in color or better, 20 meters			
8	Fixed C mount camera 1/3" Sony or equivalent, 700 TVL lines or better			
9	Fixed Dome IR			
10	Speed Dome camera			
11	Cable RG -06 Copper Co-axial and 40*30 flexible Cu Power Cable			
12	Wire casing capping per meter ISI mark			
13	Wall Rack for DVR with lock and key			
14	New installation charges			
	<b><u>Intrusion and Fire Alarm Systems</u></b>			
15	Auto dialer GSM Based speech and SMS dialer with date/time/location information for minimum 06 numbers for minimum 20 second message recording			
16	Auto dialer landline with date/time/location information for minimum 06 numbers for minimum 20 second message recording			
17	Security (Intrusion) Alarm Panel			
18	Panic Switch			
19	PIR Pet resistant minimum 20 kg			
20	Hooter			
21	Shutter Sensor			
22	Magnetic Sensor			
23	2 Zone Fire Alarm Panel			
24	4 Zone Fire Alarm Panel			
25	8 Zone Fire Alarm Panel			
26	Smoke detector			
27	Heat Detector			

<b>28</b>	Manual Call point (MCP)			
<b>29</b>	Rechargeable Battery 12 V			
<b>30</b>	1.0mm 2 core wiring with PVC Conduit/ casing per meter			
<b>31</b>	1.5mm 2 core armored cable with aluminum conductor			
<b>32</b>	Alarm System Reinstallation Charges			
	<b><u>Other rates</u></b>			
<b>33</b>	Any charges			
<b>34</b>	Warranty period			
<b>35</b>	Buy back schemes for CCTV cameras (give separate quotes for each item)			
<b>36</b>	Buy back schemes for 04/08/16 channel DVRs(give separate quotes for each item)			
<b>37</b>	Buy back schemes for Alarm Panel (give separate quotes for each item)			
<b>38</b>	Comprehensive Annual Maintenance Contract (AMC-Four quarters)) for not less than five years after expiry of Warranty period per branch/office			
<b>39</b>	Non - Comprehensive Annual Maintenance Contract (Four quarters) for not less than five years after expiry of Warranty period per branch/office			
<b>40</b>	Emergency Visit charges per branch			

**AUTHORISED SIGNATORY  
NAME OF THE AGENCY:**

**EMPANELMENT OF FIRMS / SUPPLIERS FOR CCTV CAMERAS , SECURITY AND FIRE ALARM SYSTEMS IN THE BRANCHES OF PUNE CITY AND PUNE WEST ZONES**

**Vendor's Profile**

1	Name of Organisation	
2	Address	
3	No. of Offices (own) in Pune & their addresses	
4	Year of Establishment	
5	No. of years in business of Electronic Security Products	
6	Status of the firm (Whether Pvt.Ltd. Company / Public Ltd. Company / Partnership firm / Proprietorship firm)	
7	Name of Directors / Partners / Proprietor	i) ii) iii) iv) v)
8	Whether registered with the Registrar of Company / Registrar of firms. If so, mention number and date.	
9	Name and address of Bankers	i) ii)
10	Whether registered for Sales tax / Vat tax purposes. If so, mention number and date. Also furnish copies of sales tax clearance certificate.	
11	Whether an assessed for Income Tax. If so mention Permanent Account Number. Furnish copies of Income Tax clearance certificate.	
12	If the company / firm a manufacturer or Dealer / Distributor of CCTV product.	
13	If the company / firm is a Dealer / Distributor? a) Give the Name of manufacturer(s) and their country. b) If the manufacturer offices are located in India, give their address in India and telephone No. c) Enclose Certified True Copies of the current dealership Certificate given by the manufacturers.	
14	Warranty period.	
15	Give details of the after-sales service facility provided by your company / firm and / or the manufacturers.	
16	What are your fields of activities? Mention the field on preference basis in order of annual turnover.	i) ii) iii)
17	No. of years experience in installation and maintenance of Security electronic systems such as CCTV, Fire and Security Alarms, etc.	
18	If you are registered in the panel Banks and provided service and maintenance for more than two years.	
19	Name of Bank/s	Year of installation
	Nature of work done	Value of order
	Contact person &	

					Tel. Nos. of Bank
a)					
b)					
c)					
d)					
e)					
20	Brand(s) of DVR offered				
21	Brand(s) of cameras offered				
22	Product Literature/Certifications enclosed			YES / NO	
23	Warranty Period (Free replacement / repair of all components / entire system)			YES / NO	
24	Whether prepared to undertake AMC for at least 5 years			YES / NO	
25	Whether prepared to give live demo at our office at our convenience?				
26	Any other details				

**Note: Wherever copies are required to be furnished these are to be certified copies preferably by concerned agencies or a Govt. Officer.**

**STAMP OF COMPANY  
AUTHORISED SIGNATORY.....  
NAME  
DESIGNATION**

**ANNEXURE-V**

### Reference Site Details

<b>a) Name of the Company</b>	
Address of the Company	
Name, designation of contact person with telephone no. and E-mail ID	Name : Designation : Landline No.: Cell No. : E-mail ID :
Details of surveillance systems supplied in last one year (Ref.no, date of order and quantity with photo copy of orders)	

<b>b) Name of the Company</b>	
Address of the Company	
Name, designation of contact person with telephone no. and E-mail ID	Name : Designation : Landline No.: Cell No. : E-mail ID :
Details of surveillance systems supplied in last one year (Ref.no, date of order and quantity with photo copy of orders)	

<b>c) Name of the Company</b>	
Address of the Company	
Name, designation of contact person with telephone no. and E-mail ID	Name : Designation : Landline No.: Cell No. : E-mail ID :
Details of surveillance systems supplied in last one year (Ref.no, date of order and quantity with photo copy of orders)	

**AUTHORISED SIGNATORY**

**MANDATORY QUALITATIVE REQUIREMENT OF THE FIRM**

**(Proof of the same is to be enclosed in Technical bid)**

1. The firm / Agency should be in the field of installing and maintaining electronic security equipments for not less than five years.
2. The firm / Agency must have installed and maintained electronic security equipments in Nationalised banks during the last two years. (The certificate of efficiency and after sale service etc from the banks where these equipments are installed must be submitted).
3. The firm / Agency should have their own office in Pune/Mumbai. Technical team should be available locally for support i.e. within 2hrs of call. The company should have effective machinery for supervision to exercising better command and control over their field staff, service engineers and technicians. The staff, service engineers and technicians of the company should be technically qualified holding necessary technical degree / diploma / certificate in the equipments which they are dealing.
4. Agency/firm should be empanelled with Nationalized Banks and their products certified / tested by Department of Electronics, Government of India. The firm should be ISO 9001:2000 compliant.
5. The Agency/firm must be registered under Sales Tax & Central Excise Department, Provident Fund Act, ESI Act and Shops and Establishment Acts also. Copy of registration papers along with code number allotted to the agency / company should be furnished.
6. The Agency/firm should have annual turnover of Rs 2 cr. in Supply/Manufacturing/ installation of electronic security equipments. **Copy of balance sheet and profit and loss account should be submitted.**
7. The Agency/firm should have running contracts at least in 03 nationalised Banks during the last three years.
8. The Agency/firm must have an effective infrastructure and adequate resources for training, Research & development.
9. The Agency/firm should have streamlined procedure for the verification of antecedents of their field staff, service engineers and technicians from the civil / police authorities.



## **DECLARATION**

1. I / We have read the instructions appended to the Proforma and I / We understand that if any false information is detected at a later date, any future contract made between ourselves and Bank of Maharashtra, on the basis of the information given by me / us can be treated as invalid by the Bank and I / We will be solely responsible for the consequences.
2. I / We agree that the decision of Bank of Maharashtra in selection of Vendors will be final and binding to me / us.
3. All the information furnished by me hereunder is correct to the best of my knowledge and belief.
4. I / We agree that I / We have no objection if enquiries are made about the work listed by me / us in the accompanying sheets.
5. I / We understand that the quantity of CCTV Cameras, DVR and Monitors and all electronic security equipments, is approximate only and it may decrease or increase from the requirement quoted.

**SIGNATURE:**

**NAME & DESIGNATION:**

**SEAL OF THE FIRM / COMPANY:**

**PLACE:**

**DATE:**