



**ODISHA GRAMYA BANK**

Information Technology Department  
Head Office, Gandamunda, P.O.-Khandagiri, Bhubaneswar

**RFP Ref No. OGB/RFP/ITD/HARDWARE/005/2022-23 Dated 02<sup>nd</sup> June 2022**

**Amendment\_1 : 13-06-2022: REQUEST FOR PROPOSAL (RFP) FOR SUPPLY, INSTALLATION AND MAINTENACE OF HEAVY DUTY MULTIFUNCTION MONOCHROME LASER/INK TANK NETWORK PRINTER FOR OFFICES AND MONOCHROME LASER PRINTER FOR BRANCHES**

SI	Document Reference	Page / Clause No.	Existing Clause in RFQ	Amendment
1	Eligibility Criteria	Pg.: 13; Clause: 6	The bidder should have supplied at least 200 numbers of printers to any Bank in India in last 5 years from the date of issue of this RFP. If the OEM of printer is under Startup India initiative than the proposed printer shall be in use in any of Bank in India for last 3 years from the date of issue of this RFP without any reported issue.	The bidder should have supplied at least 200 numbers of printers to any Bank <b>(or in combination of a Bank &amp; with credential of orders issued to the bidder by Government Organization)</b> in India in last 5 years from the date of issue of this RFP. If the OEM of printer is under Startup India initiative than the proposed printer shall be in use in any of Bank in India for last 3 years from the date of issue of this RFP without any reported issue.
2	Performance Bank Guarantee	Pg.: 23; Clause: 8.4	The Successful bidder shall, within 30 days of receipt of Purchase Order, submit a Performance Bank Guarantee (PBG) equal to 10% of total value of the Purchase order (exclusive of taxes), valid for 3 years, with a claim period of 3 (Three) months from the date of expiry of the validity	The Successful bidder shall, within 30 days of receipt of Purchase Order, submit a Performance Bank Guarantee (PBG) equal to <b>3%</b> of total value of the Purchase order (exclusive of taxes), valid for 3 years, with a claim period of 3 (Three) months

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			period of the Bank Guarantee (BG), as per statutory provisions in force. In case the successful bidder does not submit the PBG, OGB shall withhold an amount equal to 10% of the invoice value from the payments due to the bidder. Format for Performance Bank Guarantee provided in "Annexure B".	from the date of expiry of the validity period of the Bank Guarantee (BG), as per statutory provisions in force. Format for Performance Bank Guarantee provided in "Annexure B".
3	Delivery timeline	Pg.: 24; Clause: 8.8	Delivery Timeline: The heavy duty multifunction monochrome laser/ink tank network printer and monochrome laser printer should be delivered at designated addresses within 6 weeks of release of Purchase Order.	Delivery & Installation Timeline: The heavy duty multifunction monochrome laser/ink tank network printer and monochrome laser printer should be delivered at designated addresses within <b>8</b> weeks of release of Purchase Order. <b>The heavy duty multifunction monochrome laser/ink tank network printer and monochrome laser printer should be installed at designated addresses within 9 weeks of release of Purchase Order.</b>
4	Annexure L1	Pg.: 62; Clause: Copy Speed	Simplex – Flatbed : 22 ipm or above (A4 Page)	This clause stands removed.
5	Annexure L1	Pg.: 62; Clause: Copy Speed	Duplex – ADF : 15 ipm or above (A4 Page)	This clause stands removed.
6	Annexure L1	Pg.: 62; Clause: Scan Speed	Double-sided scan @ 200dpi: 6 ipm or above	This clause stands removed.
7	Annexure L1	Pg.: 62; Clause: Scan Resolution	1200 x 2400 dpi or higher	1200 x 1200 dpi or higher
8	Annexure L1	Pg.: 62; Clause: Scan Bit Depth	Color: 48-bit input, 24-bit output Grayscale: 16-bit input, 8-bit Output B/W: 16-bit input, 1-bit output	Color: <b>30</b> -bit input, 24-bit output Grayscale: <b>10</b> -bit input, 8-bit Output B/W: 16-bit input, 1-bit output
9	Annexure L1	Pg.: 63; Clause: Functionality	Copying & scanning with double sided ADF	This clause stands removed.
10	Annexure L1	Pg.: 63; Clause: Paper tray	Total input capacity 400 pages or above	Total input capacity <b>200</b> pages or above

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11	Annexure L1	Pg.: 63; Clause: Warranty	Bidder's comprehensive onsite warranty with back-to-back support from OEM for 3 years including all spare parts replacement including head or drum except cartridge / tonner. Bidder shall provide L1 support for troubleshooting and resolution of issues related to the item supplied for period of engagement.	Bidder's comprehensive onsite warranty with back-to-back support from OEM for 3 years <b>which includes all spare parts and consumables replacement excluding cartridge (in case of Laser Printer) / ink (in case of ink-tank printer).</b>  Bidder shall provide L1 support for troubleshooting and resolution of issues related to the item supplied for period of engagement.
12	Annexure L1	Pg.: 63; Clause: Proposed Bill of Materials	Printer as per above specification – 1 pic USB cord (minimum length 2m) – 1 pic Composite cartridge kit (minimum 5000 pages) – 2 pic (for Laser Printer) Or Pigment based black ink refill bottle (for minimum 5000 pages) – 2 bottles (for ink-tank printer) CD/DVD with software (required if any) – 1 pic Starter guide (if any) 2m AC Power cord (5A or 6A Indian standard) – 1 pic	<ol style="list-style-type: none"> <li>1. Printer as per above specification – 1 N</li> <li>2. <b>A starter cartridge kit or starter pigment based ink refill (minimum of 2500 page yield) – 1 N</b></li> <li>3. <b>Cartridge kit for laser printer (minimum 2500 page yield) – 2 N</b> <b>OR</b> <b>Pigment based black ink refill bottle(s) for total minimum of 5000 page yield (for ink-tank printer) count can be 1 N or 2 N.</b></li> <li>4. USB cord (minimum length 2m) – 1 N</li> <li>5. Cat-6 patch cord of 2m – 1 N</li> <li>6. Starter guide (if any)</li> <li>7. 2m AC Power cord (5A or 6A Indian standard) – 1 N</li> </ol>
13	Annexure L2	Pg.: 65; Clause: Proposed Bill of Materials	Printer as per above specification – 1 pic USB cord (minimum length 2m) – 1 pic <b>Composite cartridge kit (minimum 2000 pages) – 1 pic</b> CD/DVD with software (required if any) – 1 pic	<ol style="list-style-type: none"> <li>1. Printer as per above specification – 1 N</li> <li>2. <b>A starter cartridge kit (minimum of 2500 page yield) – 1 N</b></li> <li>3. USB cord (minimum length 2m) – 1N</li> </ol>

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			<p>Starter guide (if any)</p> <p>2m AC Power cord (5A or 6A Indian standard) – 1 pic</p>	<p>4. <b>Cartridge kit (minimum 2500 page yield) – 1N</b></p> <p>5. CD/DVD with software (required if any) – 1N</p> <p>6. Starter guide (if any)</p> <p>7. 2m AC Power cord (5A or 6A Indian standard) – 1N</p>
14	Eligibility Criteria	Pg.: 12; Clause: 2	<p>The Bidder has registered a turnover of at least Rs.10.00 Crores (Rupees Five Crores) per financial year (Financial year shall mean an accounting period of 12 months. Figures for an accounting period exceeding 12 months will not be acceptable) for the last 3 financial years, (not inclusive of the turnover of associate companies) as per the audited accounts. Annual reports of 2018-19, 2019-20 and 2020-21 should be attached. In case of bidders whose financial year falls other than April- March of the year and final audited accounts yet to be published, provisional results of 2020-21 (self-certified) should be attached. (Documentary proof should be attached)</p> <p>In case the Bidding Company is the result of a demerger / hiving off, due consideration shall be given to the past financial results of the demerged company for the purpose of determining the net worth, minimum annual turnover and profit after tax for the purpose of meeting the eligibility criteria; should the Bidding Company be in operation for a period of less than 3 years. For this purpose, the decision of OGB will be treated as final and no further correspondence will be entertained on this.</p>	<p>The Bidder has registered a turnover of at least <b>Rs.5.00 Crores (Rupees Five Crores)</b> per financial year (Financial year shall mean an accounting period of 12 months. Figures for an accounting period exceeding 12 months will not be acceptable) for the last 3 financial years, (not inclusive of the turnover of associate companies) as per the audited accounts. Annual reports of 2018-19, 2019-20 and 2020-21 should be attached. In case of bidders whose financial year falls other than April- March of the year and final audited accounts yet to be published, provisional results of 2020-21 (self-certified) should be attached. (Documentary proof should be attached)</p> <p>In case the Bidding Company is the result of a demerger / hiving off, due consideration shall be given to the past financial results of the demerged company for the purpose of determining the net worth, minimum annual turnover and profit after tax for the purpose of meeting the eligibility criteria; should the Bidding Company be in operation for a period of less than 3 years. For this purpose, the decision of OGB will be treated as final and no further correspondence will be entertained on this.</p>

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15	Annexure M	Pg.: 66; Clause: Client Reference	Details of Printers supplied in the last 3 years from the date of publication of RFP	Details of Printers supplied in the last <b>5 (Five)</b> years from the date of publication of RFP
16	Payment Terms	Pg.: 25; Clause: 8.11	For Heavy Duty Multifunction Monochrome Laser/Ink Tank Network Printer: 90% Payment will be made after successful installation and signoff of the heavy duty multifunction monochrome laser/ink tank network printer by Authorized Personnel from OGB. 10% Payment will be made on completion of the period of warranty or on submission of Bank Guarantee (as per Annexure A3) of similar value valid till date of expiry of the warranty period with a claim period of an additional 12 months from the date of expiry of the Bank Guarantee. Payment towards all delivered items will be released on submission of GST compliant invoices along with acceptance letter of OGB and delivery challan signed by OGB. The payment will be released after deduction of applicable penalty.	For Heavy Duty Multifunction Monochrome Laser/Ink Tank Network Printer: <b>100%</b> Payment will be made after successful installation and signoff of the heavy duty multifunction monochrome laser/ink tank network printer by Authorized Personnel from OGB and on submission of Performance Bank Guarantee amounting to <b>3%</b> of total value of the Purchase order (exclusive of taxes) valid for 3 years, with a claim period of 3 (Three) months from the date of expiry of the validity period of the Bank Guarantee (BG), as per statutory provisions in force. Payment towards all delivered items will be released on submission of GST compliant invoices along with acceptance letter of OGB and delivery challan signed by OGB. The payment will be released after deduction of applicable penalty if any.
17	Payment Terms	Pg.: 25; Clause: 8.11	For Monochrome Laser Printer: 90% of sl. # 1 of Annexure - P shall be paid after 100% supply and installation of monochrome laser printer and on production of GST compliant invoice. Remaining 10% of sl. # 1 of Annexure - P will be held towards performance guarantee and shall be released after completion of 3 years from the date of installation of monochrome laser printer, or, shall be paid on submission of Bank Guarantee (as per Annexure A3) of similar value valid till completion of 3 years from the date of installation with a claim period of an additional 12 months from the date of expiry of the Bank Guarantee. AMC payment of	For Monochrome Laser Printer: <b>100%</b> Payment towards items under serial # 1 and 2 of <b>Annexure P - Commercial Bid Format: Laser Printer (For Branch Use)</b> will be made after successful installation and signoff of the monochrome laser printer by Authorized Personnel from OGB and on submission of Performance Bank Guarantee amounting to <b>3%</b> of total value of the Purchase order (exclusive of taxes) valid for 3 years, with a claim period of 3 (Three) months from the date of expiry of the validity period of the Bank Guarantee (BG), as per statutory provisions in

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			2nd and 3rd year will be released on quarterly arrear basis as per the rates quoted by the successful bidder in response to RFP # OGB/RFP/ITD/HARDWARE/005/2022-23 Dated 02-06-2022, subject to satisfactory quality of service rendered and adherence to all other terms and conditions as specified in terms and conditions as specified in RFP.	force. Payment towards all delivered items will be released on submission of GST compliant invoices along with acceptance letter of OGB and delivery challan signed by OGB. The payment will be released after deduction of applicable penalty if any. AMC payment of 2nd and 3rd year will be released on quarterly arrear basis as per the rates quoted by the successful bidder in response to RFP # OGB/RFP/ITD/HARDWARE/005/2022-23 dated 02-06-2022, subject to satisfactory quality of service rendered and adherence to all other terms and conditions as specified in terms and conditions as specified in RFP.
18	Price Composition	Pg.22; Clause: 7.5.3.a	The basic unit prices should include: For Heavy Duty Multifunction Monochrome Laser/Ink Tank Network Printer with back-to-back support from OEM for 3 years including all spare parts replacement including head or drum except cartridge / tonner. Total unit price comprising of basic unit price will be considered while evaluating the commercial bids. If any number of items gone faulty within the warranty period, replacement must be done within stipulated time. The heavy duty multifunction monochrome laser/ink tank network printer will be guaranteed against manufacturing defects, faulty design, use of defective materials, poor workmanship. Manufacturing date of the peripherals should not be older than six months.	<b>The price for Heavy Duty Multifunction Monochrome Laser/Ink Tank Network Printer should be quoted as per Annexure O - Commercial Bid Format: Multifunction Ink Tank Printer (For Office Use)</b>
19	Price Composition	Pg.22; Clause: 7.5.3.b	The basic unit prices should include: For Monochrome Laser printer with Bidder's comprehensive onsite warranty with back-to-back support from OEM for 1st	<b>The price for Monochrome Laser printer should be quoted as per Annexure P - Commercial Bid Format: Laser Printer (For Branch Use)</b>

SI	Document Reference	Page / Clause No.	Existing Clause in RFQ	Amendment
			<p>year and Bidder's comprehensive onsite Annual maintenance contract (AMC) with replacement support of all spare parts except drum and cartridge for 2nd year and 3rd year. Total unit price comprising of basic unit price and AMC cost will be considered while evaluating the commercial bids. If any number of items gone faulty within the warranty and AMC period, replacement must be done within stipulated time. The Monochrome laser printer will be guaranteed against manufacturing defects, faulty design, use of defective materials, poor workmanship. Manufacturing date of the peripherals should not be older than six months.</p>	
20	Warranty Guarantee /	Pg.24; Clause 8.5	<p>The successful bidder shall provide comprehensive on-site OEM warranty for 3 years for hardware &amp; software with back to back support/arrangements from the respective OEM from the date of acceptance of hardware / software with 4hrs response and 48hrs resolution time.</p> <p>The successful bidder / OEM should ensure that the Equipment proposed in this RFP, should not be declared as EOL or EOS by the OEM within the 3 years contract period.</p> <p>Bidder guarantees the whole of the Goods against any defects or failure, which arise due to faulty materials, workmanship or design (except materials or design furnished by OGB).</p> <p>If during the Warranty Period any Goods are found to be damaged or defective or not acceptable, they shall promptly be replaced or rectified /re-furnished or rendered by Bidder at its own cost (including the cost of deassemble and reinstallation) on the request of OGB</p>	<p><b>The successful bidder shall provide:</b></p> <ul style="list-style-type: none"> <li><b>a. For Heavy Duty Multifunction Monochrome Laser/Ink Tank Network Printer: Bidder's comprehensive onsite warranty with back-to-back support from OEM for 3 years which includes all spare parts and consumables replacement excluding cartridge (in case of Laser Printer) / ink (in case of ink-tank printer).</b></li> <li><b>b. For Monochrome Laser printer: Bidder's comprehensive onsite warranty with back-to-back support from OEM for 1<sup>st</sup> year and comprehensive onsite AMC service with replacement support of all spare parts except drum and cartridge for 2<sup>nd</sup> year and 3<sup>rd</sup> year.</b></li> </ul> <p><b>Bidder shall provide L1 support for troubleshooting and resolution of issues related to the items supplied for period of engagement.</b></p>

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			<p>and if removed from the Site for such purpose, Bidder has to repair or replace / re-furnish, rendered all goods shall be removed and re-delivered to OGB by Bidder at its own cost.</p>	<p>The successful bidder / OEM should ensure that the Equipment proposed in this RFP, should not be declared as EOL or EOS by the OEM within the contract period.</p> <p>Bidder guarantees the whole of the Goods against any defects or failure, which arise due to faulty materials, workmanship or design (except materials or design furnished by OGB).</p> <p>If during the Warranty Period or AMC period any Goods are found to be damaged or defective or not acceptable, it should be promptly be replaced or rectified /re-furnished or rendered by Bidder at its own cost (including the cost of disassemble and reinstallation) on the request of OGB and if removed from the Site for such purpose, Bidder has to repair or replace / re-furnish, rendered all goods shall be removed and re-delivered to OGB by Bidder at its own cost.</p>



Revised: Annexure O - Commercial Bid Format: Multifunction Ink Tank Printer (For Office Use)

(Company letter head)

**RFP Ref No. OGB/RFP/ITD/HARDWARE/005/2022-23 Dated 02-06-2022 for REQUEST FOR PROPOSAL (RFP) FOR SUPPLY, INSTALLATION AND MAINTENANCE OF HEAVY DUTY MULTIFUNCTION MONOCHROME LASER/INK TANK NETWORK PRINTER AND MONOCHROME LASER PRINTER**

Make:

Model:

Type: Laser / Ink Tank

Sl.	Particulars	Unit Price	Qty.	Total Price
1	Heavy Duty Multifunction Monochrome Laser/Ink Tank Network Printer inclusive of <b>a starter cartridge kit or starter pigment based ink refill (minimum of 2500 page yield) – 1 N</b> with Bidder's comprehensive onsite warranty with back-to-back support from OEM for 3 years <b>which includes all spare parts and consumables replacement excluding cartridge (in case of Laser Printer) / ink (in case of ink-tank printer).</b>		20	
2	<b>Cartridge kit for laser printer (minimum 2500 page yield) – 2N</b> <b>OR</b> <b>Pigment based black ink refill bottle(s) for total minimum of 5000 page yield (for ink-tank printer) count can be 1N or 2N.</b>		20 x (Cartridge count as applicable)	
3	<b>Total Cost (1+2) - TCO</b>			

**(Total Cost of Ownership) TCO = (3)**

**All prices are exclusive of taxes.**

**The bidder shall meet the requirements of Goods & Services Tax (GST) as and when made applicable by the Government of India.**

Dated this..... Day of.....2022

(Signature)

(Name)

Duly authorized to sign Bid for and on behalf of

(In the capacity of)

**Annexure P - Commercial Bid Format: Laser Printer (For Branch Use)**

(Company letter head)

**RFP Ref No. OGB/RFP/ITD/HARDWARE/005/2022-23 Dated 02-06-2022 for REQUEST FOR PROPOSAL (RFP) FOR SUPPLY, INSTALLATION AND MAINTENANCE OF HEAVY DUTY MULTIFUNCTION MONOCHROME LASER/INK TANK NETWORK PRINTER AND MONOCHROME LASER PRINTER**

Make:

Model:

Sl.	Particulars	Unit Price	Qty.	Total Price
1	Monochrome Laser Printer inclusive <b>a starter cartridge kit (minimum of 2500 page yield) – 1N</b> of with Bidder's comprehensive onsite warranty with back-to-back support from OEM for 1 <sup>st</sup> year.		300	
2	<b>Cartridge kit – 1N (minimum 2500 page yield)</b>		300	
3	Bidder's comprehensive onsite AMC cost with replacement support of all spare parts except drum and cartridge for 2 <sup>nd</sup> year		300	
4	Bidder's comprehensive onsite AMC cost with replacement support of all spare parts except drum and cartridge for 3 <sup>rd</sup> year		300	
5	<b>Total Cost (1+2+3+4) - TCO</b>			

**(Total Cost of Ownership) TCO = (5)**

**All prices are exclusive of taxes.**

**The bidder shall meet the requirements of Goods & Services Tax (GST) as and when made applicable by the Government of India.**

Dated this..... Day of.....2022

(Signature)

(Name)

Duly authorized to sign Bid for and on behalf of

(In the capacity of)