



ODISHA GRAMYA BANK
General Administration Department
Head Office, Gandamunda, P.O.-Khandagiri, Bhubaneswar-751030

RFQ Ref. No. RFQ/GAD/AMC/SECURITY ALARM/01/2021, dated 16th November 2021

Amendment_1 Date: 04 /12/2021

**REQUEST FOR CLOSED & COMPETITIVE QUOTATION (RFQ) FROM EMPANELLED/ELIGIBLE VENDORS FOR COMPREHENSIVE AMC OF SECURITY
ALARAM SYSTEM INSTALLED AT OUR BRANCHES/OFFICES**

The pre bid meeting of the RFQ/GAD/AMC/SECURITY ALARM/01/2021, dt.16.11.2021 was held at Head Office of Odisha Gramya Bank, Bhubaneswar on dt.24.11.2021. The following Amendments in **Table-1** to the RFQ have been done basing on the queries in **Table-2** raised by some bidders:-

Table-1- Amendment-1

1	2	3	4	5	6
SL. No.	Document Reference	Page No	Clause No.	Description in RFQ	Amendment
1	Scope of work-	3	Point no.3 (i)	In case of robbery, branch shifting, defect calls, extra items, any assistance required by the management of the company service the cost free of cost.	Service/Maintenance/extra spare parts charges will be applicable in case of branch shifting, renovation of branch and robbery and natural calamities. The same should be done after approval by the bank as per rate contract.
2	Annexure-IV	13	Price Bid ,SL.No.13,SLNo.14	Refers to Price Bid Annexure-IV of RFQ.	Refers to Amendment of price bid Annexure-IV
3	Eligibility Criteria	4	Point No.7	The firm should be profit earning and have a minimum capital of Rs.5.00 lacs.	The Firm should be profit earning in any year of the last three financial year i.e.2017-2018, 2018-2019, 2019-2020.

1	2	3	4	5	6
SL. No.	Document Reference	Page No	Clause No.	Description in RFQ	Amendment
4	Eligibility Criteria	4	Point No.9	Copy of work order received from public sector undertaking, value of supply order received along with satisfactory completion certificate and the contact numbers of the organizations	Both work order and Declaration from clients for completion of work/satisfactory performance.
5	Testimonials to be submitted along with the Application Form	5	Point No.3	Copy of IT returns for last 3 financial years.	Copy of IT returns for last 3(three) financial years i.e.2017-2018,2018-2019,2019-2020
6	Testimonials to be submitted along with the Application Form	5	Point No.4	Copy of DIC, PMT Registration Certificate	This clause stands cancelled.
7	Eligibility Criteria, Point No.12	4	BID MONEY	A non-refundable application/BID money of Rs.5900/- (Rupees five thousand nine hundred only) including GST in the form of a Demand Draft drawn in favour of Odisha Gramya Bank payable at Bhubaneswar, should be enclosed with the Tender. The envelope containing application/BID money should have proper encryption on top.	<i>Exemption of Bid Cost will be allowed to bidder registered under MSME / NSIC / Udayog Aadhar as Micro & Small Enterprises of service industry under category relevant to this RFQ and on submission of photo copy of registration certification from relevant authority of Govt. of India. Bidder should upload scanned copy of required valid certificate in Bank's e-Procurement portal and need not send any hardcopy.</i>

1	2	3	4	5	6
SL. No.	Document Reference	Page No	Clause No.	Description in RFQ	Amendment
8	Eligibility Criteria, Point No.13	4	Earnest Money Deposit(EM D)	<p>13) Earnest Money Deposit (EMD),</p> <p>i. All bidders should submit to the Bank an EMD after empanelment/eligible in form of DD in the name of Odisha Gramya Bank payable at Bhubaneswar of Rs.50000.00 (Rupees Fifty thousand only).</p> <p>ii. The Proforma of the EMD is given at Annexure-III. iii. Non submission of EMD by any firms after eligible will result in disqualification of firms leading to de-empanelment .iv. The EMD of the unsuccessful firms shall be returned within 30 days from the date of award of contract to successful firms and no interest shall be payable on EMD of unsuccessful tenderers.</p>	<p>The Bidder can either deposit Rs.50000/- (Rupees Fifty Thousand only) in the form of Bank Guarantee issued by a scheduled commercial bank valid for 6 months, with a claim period of 3 months after the expiry of validity of the Bank Guarantee as per the statutory provisions in this regard, as per format in Annexure -III or can upload scanned copy and submit the original bid security declaration on bidder's letter head, in place of EMD as per ANNEXURE- III (B)- BID SECURITY DECLARATION (IN PLACE OF EMD). No interest will be paid on the EMD. The scanned copy of the Bank Guarantee or Bid security declaration as applicable, to be uploaded in e-Procurement portal and the hard copy of the BG must reach at "General Administration Department, 1st Floor, Odisha Gramya Bank, Head Office, Gandamunda, Khandagiri, Bhubaneswar – 751030" before last date of submission of bid along with other documents. <i>Exemption of EMD will be allowed to bidder registered under MSME / NSIC / Udayog Aadhaar as Micro & Small Enterprises of service industry under category relevant to this RFQ and on submission of photo copy of registration certification from relevant authority of Govt. of India. Bidder should upload scanned copy of required valid certificate in banks e-procurement portal and need not send any hard copy.</i></p>

1	2	3	4	5	6
Sl. No.	Document Reference	Page No	Clause No.	Description in RFQ	Amendment
9	Payments/Renewal/Cancellation,Sl.No.1 & 2	6	Payments/Renewal/Cancellation,Sl.No.1 & 2	1. All payment are to be made on quarterly basis by Head Office after submission of service reports duly attested by the respective Branch Managers/Officer at the end of every quarter. 2. AMC Payment will be done by respective branch after each quarterly visit. If the firm fails to attend quarterly visit it will be treated as a lapse in service by the vendor and AMC charge for that quarter will be forfeited. AMC charges of such lapsed quarters cannot be claimed afterwards. Repeated lapse in service may lead to cancellation of contract	All payment will be made as quarterly arrear at Head Office after submission of service reports duly attested by the respective Branch Managers/Officer at the end of every quarter. No advance payment will be made.
10	Duration of contract:	4	Duration of contract	Duration of contract: Initially contract will be awarded to successful bidder for a period of one year. Based on the yearly performance review for satisfactory performance of the vendor, Bank reserves the right to extend the period for a further period of up to 1 or 2 years with same terms and conditions.	The contract period is for 3 years. However if found unsatisfactory service or if found the performance of service is not upto the mark, the contract will be terminated.
11	New Clause		New Clause	New Clause	Performance Bank Guarantee: The Successful bidder shall submit a Performance Bank Guarantee (PBG) equal to 3% of total value of the Contract (exclusive of taxes) within 30 days of receipt of contract, valid for 3 years AMC period, with a claim period of 6 (six) months from the date of expiry of the validity period of the Performance Bank Guarantee (PBG), as per statutory provisions in force. Format for Bank Guarantee provided in " Annexure-III(A) ". The scanned copy of the Performance Bank Guarantee to be uploaded in e-Procurement portal and the hard copy(Original copy) of the BG must reach at "General Administration Department, 1 st Floor, Odisha Gramya Bank, Head Office, Gandamunda, Khandagiri, Bhubaneswar – 751030" before last date of submission of bid along with other documents.

FORMAT FOR BID SECURITY (BANK GUARANTEE)

(To be furnished on Firms' letter head)

To:

**The General Manager,
Odisha Gramya Bank
General Administrative Department,
Head Office, Bhubaneswar-30**

Dear Sir,

**Subject: RFQ No. RFQ/GAD/AMC/SECURITY ALARM SYSTEM/01/2021.DT.16/11/2021
EMD FOR PARTICIPATION IN TENDERING PROCESS FOR AMC FOR SECURITY ALARM
SYSTEMS**

With reference to the captioned subject, we intent to participate in the tender process for AMC of security alarm system at Odisha Gramya Bank branches/offices in the State of Odisha on contract basis/outsourcing basis.

1. We have enclosed an EMD in the form of a Bank Guarantee No. _____ issued by the branch of the _____ Bank, for the sum of Rs. _____ (Rupees _____). This EMD is as required by Point no.13,sub point no.5 of Eligibility criteria of the Instructions to Bidders of the above referred RFQ.

2. We undertake that in the event of not performing the obligations as per the terms and conditions of the RFQ or committing any breach thereof, which conclusion shall be binding on us, the EMD will be forfeited.

Thanking you,

Yours faithfully,

(Signature of the Bidder)

Printed Name:

Designation:

Seal:

Date:

Business Address:

Note: The letter should be attached along with Bank Guarantee and should be uploaded and sent to Head Office along with Bank Guarantee.

BID SECURITY DECLARATION (IN PLACE OF EMD)

RFQ Reference No:

To,

Odisha Gramya Bank

Head Office, Gandamunda, Khandagiri

Bhubaneswar - 751030

Dear Sir,

We, the undersigned, declare that:

We, M/s.....(herein referred as bidder) understand that, according to bid by Point no.13,sub point no.5 of Eligibility criteria, bids may be supported with a Bid Securing Declaration, therefore rather than submitting the Earnest Money Deposit Form as attached at Annexure III: Bid Security (Bank Guarantee) of the RFQ, bidder render the declaration that:-

Bank will proceed against us for recovery of actual direct losses as per the remedy available under an applicable law (maximum up to EMD Value) and we will be suspended for participation in the tendering process of the Bank in future and will be blacklisted by the Bank, if we are in breach of our obligation(s) under the bid conditions, because we:-

- i. Fails to honour submitted bid; and/or
- ii. If the Bidder withdraws its bid during the period of bid validity; and / or
- iii. Fails to sign the contract in line with the terms of the RFQ; and / or
- iv. Fails to accept the correction of its Bid price as agreed with Bank; and/or
- v. Fails to furnish performance Bank Guarantee in the format as per Annexure P; and /or
- vi. Fails to sign the contract and submit the Performance Bank Guarantee within 30 days of acceptance of Purchase Order and/or
- vii. If the Bidder makes any statement or encloses any form which turns out to be false, incorrect and/or misleading at any time prior to signing of contract and/or conceals or suppresses material information; and / or
- viii. If the Bidder violates any of the provisions of the terms and conditions of this tender specification

Bidder understand that this declaration shall expire if Bidder is not the successful Bidder and on receipt of purchaser's notification of the award to another Bidder; or sixty days after the validity of the Bid; whichever is earlier.

Dated

(Signature)

(Name of Authorized Signatory)

(Designation)

(Place):

(Name and address of the bidder)

(Company Seal)

Amendment of Price Bid

SL	AMC of Security Alarm System including all items in a location	Unit Price	Quantity	Total Price for Security alarm (excluding GST) for AMC
1	Main Control Unit(3zone)		549	
2	External Electronic Hooter		549	
3	Internal Electronic Hooter		549	
4	Battery rechargeable 6V one pair		1098	
5	MICP front lock		549	
6	PCB For MICP		549	
7	Night magnetic Sensor		549	
8	Power Transformer		549	
9	Relay		1647	
10	Passive infra red detector(PIR)		549	
11	Toggle switch		2745	
12	Power supply PCB		549	
13	wire in copper cable per meter		549	
14	PVC conduit pipe per meter		549	
15	Panic switch		2196	
16	Shifting charges to new premises		549	
17	Internal relocation inside the premises charges		549	
18	AMC charges Annually		549	
			Total	

**Annexure III (A) - Performance Bank Guarantee
(Bank Guarantee)**

Date

Beneficiary: ODISHA GRAMYA BANK
Odisha Gramya Bank, Head Office,
AT- Gandamunda, P.O. - Khandagiri
Bhubaneswar – 751030.

Performance Bank Guarantee No:

We have been informed that----- (hereinafter called “the contractor”) has received the work order no. “-----” dated ----- issued by Odisha Gramya Bank (OGB), for ----- (hereinafter called “the work Order”).

Furthermore, we understand that, according to the conditions of the work order, a Performance Bank Guarantee is required to be submitted by the contractor to OGB.

At the request of the Contractor, We -----(name of the Bank , the details of its incorporation) having its registered office at ----- and, for the purposes of this Guarantee and place where claims are payable, acting through its ---- branch presently situated at ----- (hereinafter referred to as "Bank" which term shall mean and include, unless repugnant to the context or meaning thereof, its successors and permitted assigns), hereby irrevocably undertake to pay you without any demur or objection any sum(s) not exceeding in total an amount of Rs.----- (in figures) (Rupees----- (in words)----- only) upon receipt by us of your first demand in writing declaring the Contractor to be in default under the work order, without caveat or argument, or your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

Please note that you may, if you so require, independently seek confirmation with - (Bank Name & Issuing branch address) -----, that this Bank Guarantee has been duly and validly issued.

Notwithstanding anything contained in the foregoing:

The liability of ----- (Bank), under this Bank Guarantee is restricted to a maximum total amount of Rs. ----- (Amount in figures and words).

This bank guarantee is valid upto -----.

The liability of ----- (Bank), under this Bank Guarantee is finally discharged if no claim is made on behalf of OGB within twelve months from the date of the expiry of the validity period of this Bank Guarantee.

Our liability pursuant to this Bank Guarantee is conditional upon the receipt of a valid and duly executed written claim or demand, by ----- (Bank)----- (Address), delivered by hand, courier or

registered post, or by fax prior to close of banking business hours on -----
(date should be one year from the date of expiry of guarantee) failing which all
rights under this Bank Guarantee shall be forfeited and ----- (Bank), shall
stand absolutely and unequivocally discharged of all of its obligations hereunder.

This Bank Guarantee shall be governed by and construed in accordance with
the laws of India and competent courts in the city of Bhubaneswar shall have
exclusive jurisdiction.

Kindly return the original of this Bank Guarantee to -----
----- (Bank & Its Address), upon (a) its discharge by payment of
claims aggregating to Rs. ----- (Amount in figures & words); (b)
Fulfillment of the purpose for which this Bank Guarantee was issued; or (c) Claim
Expiry

Date (date should be one year from the date of expiry of this Bank Guarantee).

All claims under this Bank Guarantee will be payable at -----
----- (Bank & Its Address).

{Signature of the Authorized representatives of the Bank}

REVISED SCHEDULE OF RFQ

SL.No.	Description of formation/ Requirement	Existing Schedule of RFQ	Revised Schedule of RFQ
1	Date of Issue of RFQ	16-11-2021	No Change
2	Last date for receipt of queries, if any.	24-11-2021, 15:00 hours	No Change
3	Pre Bid Meeting	24-11-2021, 16:00 hours	No Change
4	Bid Submission Mode.	Through e-Procurement portal: https://odishabank.abcpocure.com/EPROC/	No Change
5	Last Date and Time for submission of bids along with supporting documents both by e-Procurement portal and physical copy	08-12-2021 on or before 15:00 hours	17-12-2021 on or before 13:00 hours
6	Last date, time and place for submission of Original Bid Cost (DD), Bank Guarantee, Integrity Pact and Power of Attorney.	08-12-2021 on or before 15:00 hours at the Bank's General Administration Department, Head Office, Bhubaneswar. (Should be submitted to the contact officials in person	17-12-2021 on or before 13:00 hours at the Bank's General Administration Department, Head Office, Bhubaneswar. (Should be submitted to the contact officials in person
7	Date, time and venue for opening the technical bid.	08-12-2021 on or before 17:00 hours at the Bank's General Administration Department, Bhubaneswar.	17-12-2021 on or before 15:00 hours at the Bank's General Administration Department, Bhubaneswar. Authorized representatives of vendors may be present during opening of the Technical Bids. However Technical Bids would be opened even in the absence of any or all of the vendor's representatives
8	Date, time and venue for opening the commercial bid	08-12-2021 on or before 17:00 hours at the Bank's General Administration Department, Bhubaneswar.	Opening of Commercial Bid The Financial Bids of the short-listed Bidders will be opened later, and such short-listed Bidders will be intimated about the date and time accordingly. The short-listed Bidders or their authorized representatives may remain present for opening of Financial Bids if they so desire.

9	Name of contact officials for submission of documents as stated in serial No.7 and for any enquiries.	Md. Abdul Hai – General Manager D.K.Sahu – Manager, GAD M.Parida- Asst. Manager, GAD	No Change
10	Address for Communication / Submission of Bids	The General Manager, General Administration Dept., Odisha Gramya Bank, Head Office, AT- Gandamunda, P.O. – Khandagiri, Bhubaneswar – 751030.	No Change
11	Contact officials for any clarification.	D.K.Sahu, Manager, GAD-0674-2353009 M.Parida-Asst.Manager,GAD-0674-2353041	No Change
12	Contact e-mail ID	gad@odishabank.in	No Change
13	Contact details of Independent External Monitor	Name: Vinayaka Rao Turaga email: tvrao56@gmail.com	No Change

Table -2:- Clarification on queries of bidders

1	2	3	4	5	6	7
SL. No.	Bidder	Page no	Clause no	Description in RFQ	Clarification sought	Bank's Remarks
1	Security Engineers Pvt.Ltd	4	Eligibility criteria point no. 13	13) Earnest Money Deposit (EMD),i. All bidders should submit to the Bank an EMD after empanelment/eligible in form of DD in the name of Odisha Gramya Bank payable at Bhubaneswar of Rs.50000.00 (Rupees Fifty thousand only).ii. The Proforma of the EMD is given at Annexure-III. iii. Non submission of EMD by any firms after eligible will result in disqualification of firms leading to de-empanelment. iv. The EMD of the unsuccessful firms shall be returned within 30 days from the date of award of contract to successful firms and no interest shall be payable on EMD of unsuccessful tenderers.	As notified by the Ministry of Micro Small & Medium Enterprises (MSME) of the Government of India, vide Gazette Notification dated 2012-03-26 (which has become mandatory w.e.f. 2015-04-01), bidders registered with The National Small Industries Corporation (NSIC) Limited under single point registration scheme are entitled to enjoy the following benefits under Public Procurement Policy for Micro & Small Enterprises Order 2012: (i) Issue of tender documents free of cost. (ii) Exemption from payment of Earnest Money Deposit (EMD). Hence, it is requested to exempt such firms from paying the tender fee and EMD, adhering to the government norms.	Refer to Table-1 Amendent-1 in point -8
2	Security Engineers Pvt. Ltd	4	12	A non-refundable application/BID money of Rs.5900/- (Rupees five thousand nine hundred only) including GST in the form of a Demand Drafft drawn in favour of Odisha Gramya Bank payable at Bhubaneswar, should be enclosed with the Tender.	Adhering to the Govt. norms.	Refer to Table-1 Amendent-1 in point -7

1	2	3	4	5	6	7
SL. No.	Bidder	Page no	Clause no	Description in RFQ	Clarification sought	Bank's Remarks
3	Security Engineers Pvt. Ltd	6	Payment/renewal/cancellation	<p>1) All payment are to be made on quarterly basis by Head Office after submission of service reports duly attested by the respective Branch Managers/Officer at the end of every quarter.</p> <p>2) AMC Payment will be done by respective branch after each quarterly visit. If the firm fails to attend quarterly visit</p>	<p>The two points are contradictory as one states, payments will be made by the head office and according to the other, and payments will be made by respective branches. Therefore, it is requested to clarify. Further, from our long experience, we have come to learn that getting payments released from individual branches of a bank is an arduous task. At times situation becomes too complicated to be handled as the majority of the branches show too much of reluctance in releasing payments from their accounts. Thus, the process of collecting payment from individual branches always incurs huge expenses and the burden of such expenditure often surpasses the income generated from the work executed. Hence, it is requested to ensure that all payments are released centrally from the head office.</p>	Refer to Table-1 Amendent-1 in point -9
4	Gigabyte Security System	3	Scope of work sl no.III(i)	In case of robbery, branch shifting, defect calls, extra items, any assistance required by the management of the company service the cost free of cost.	The service/maintenance /shifting of branch/extra spare parts charges will applicable in case of branch shifting or system shifting or renovation of branch and robbery and natural calamities.	Refer to Table-1 Amendent-1 in point -1

1	2	3	4	5	6	7
SL. No.	Bidder	Page no	Clause no	Description in RFQ	Clarification sought	Bank's Remarks
5	Gigabyte Security System	13	Annexure -IV	Price BID	ANNEXURE –IV , SL NO- 13 Wiring in 2 core copper cable per meter charges Wiring in PVC conduit pipe per meter charges as length of cable and length PVC conduit pipe will not same. ANNEXURE –IV, SL NO- 14 The installation/testing and commissioning charges for Security/Burglar alarm system .The shifting and re-installation charges in same premises/ to new premises/renovation of branch. The above both charges will be applicable.	Refer to Table-1 Amendent-1 in point -2
6	Gigabyte Security System	-	-	-	COMPREHENSIVE ANNUAL MAINTENACE CHARGES FOR SECURITY/BURGLAR ALARM SYSTEM: As per first quarter service/maintenance report of technician/engineers the major requirement spare parts cost will be borne by the bank . As maximum branches battery will be exhausted, some branches control panel may not be working, some branches electronic hooter will not be working, some branches wiring condition will be very poor, some branches 220V mains may not be connected from proper place	All the parts of security/burglar alarm system in the branch including battery will covered under AMC. No additional charges will be applicable.
7	M/s. Quest techno Solutions	4	Eligible criteria –point -9	Copy of work order received from public sector undertaking, value of supply order received along with satisfactory completion certificate and the contact numbers of the organizations.	Whether completion certificate is mandatory along with work order or only work order will be sufficient.	Refer to Table-1 Amendent-1 in point -4

1	2	3	4	5	6	7
SL. No.	Bidder	Page no	Clause no	Description in RFQ	Clarification sought	Bank's Remarks
8	M/s. Quest techno Solutions	5	Testimonials to be submitted along with the Application Form- Point no.3	Copy of IT returns for last 3 financial years.	We require to submit the current year IT return or is it just for last 3 years only, excluding current year.	Refer to Table-1 Amendent-1 in point -6
9	M/s. Quest techno Solutions	-	-	-	In which format do we need to quote the AMC charges (quarterly/annually)	Refer to Table-1 Amendent-1 in point -2