


From: Odisha Gramya Bank Head Office GANDAMUNDA BHUBANESWAR		Telephone: 0674-2353018 / 40 Telefax: 0674- 2353029 email: planning@odishabank.in
Ref .No: OGB/P&T/01/2019-20		Date : 03.04.2019

**Request for quotation for supply/renewal of 400-600 digital signatures
and rate contract for one year**

We invite quotation for supply/renewal of 400-600 numbers of digital signatures and rate contract for one year as per below specifications mentioned, on or before 06.04.2019 by 4.00 pm.

Minimum Specifications for Digital Signature:

1. **Validity Period – 2 Years**
2. **Class II signature with token**

The terms and conditions should include the following points.

1. Price should be in INR and should be excluding taxes.
2. All digital signatures should be delivered at Head Office of OGB.
3. Time of delivery should be mentioned beyond which there will be a penalty of 0.5 % up to 5% per week of delay (Undelivered Portion) in delivery.
4. There should be two years of warrantee.
5. The quote should have validity for 90 days.
6. Bank reserves right to cancel the bid at any time before issuance of purchase order without assigning any reason.
7. Order will be placed in phases as and when required.
8. Delivery should be done within 5 days of handing over of all required documents.
9. Bank has the right to amend/modify any typing/material error before the delivery.
10. The Price should be provided in below format.

Sl No	Item of Description	Type	Unit Price without Tax	Tax %	Unit price including Tax	Total Price
1		New				
2		Renewal				

The unit price without tax will be considered as rate contract for 1 calendar year from date of release of first purchase order.

Sd/-
 General Manager
 P&T Department.