



JANAKALYAN SAHAKARI BANK LTD.

Vivek Darshan, 140,
Sindhi Society
Chembur
Mumbai - 400071

REQUEST FOR PROPOSAL (RFP)
For
PROCUREMENT OF Cash Dispensers

The information provided by the vendors in response to this Request For Proposal (RFP) will become the property of Janakalyan Bank and will not be returned. The Bank reserves the right to amend, rescind or reissue this RFP. The Bank also reserves its right to accept or reject any or all responses to this RFP without assigning any reason whatsoever.

Schedule

Activity	Date/Detail
Queries, if any, to be communicated by the vendors	13-7-2011 till 6:00 PM
Last Date and Time for receipt of offers	14-7-2011 till 5:00 PM

Address for Communication/ Submission of offer	The Manager (IT) Vivek Darshan, 140, Sindhi Society, Chembur, Mumbai - 400071
Contact Telephone Numbers	Phone: 022-25264124 Fax : 022-25230266
E-mail Id	rdmishra@jksbl.com dbkarande@jksbl.com

Note: In case the specified date of submission & opening of proposals is declared a holiday for the Bank, the proposals will be received up to the specified time on the next working day.

SUPPLY & MAINTENANCE OF CASH DISPENSERS (CD)

Janakalyan Sahakari Bank Ltd, Vivek Darshan, 140, Sindhi Society, Chembur, Mumbai - 400071 (JKSBL) is in the process of procuring five (5) Cash Dispensers for installation as on-site ATMs at Sindhi Society, Andheri, Panvel & Mulund West Branches. 5th branch is yet to be identified. The JKSBL intends to procure these Cash Dispensers from a Vendor of repute having proven expertise and competence in the field of ATM supply & maintenance.

Against the above requirement JKSBL invites sealed Proposals from Vendors having proven past experience and competence in the field of CD supply & after sales maintenance in various banks. Vendors are required to submit their all inclusive price (quoted price shall be inclusive of taxes, duties, levies etc.) for the job mentioned above.

: Terms and Conditions of the Request for Proposal :**1. INTRODUCTION:**

- 1.1. JKSBL is a Co-operative Bank with 25 Branches & 1 Extension Counter located in Mumbai, Thane, and Navi Mumbai to Panvel regions. The Bank has implemented Core Banking Solution (CBS) in all its branches and 12 branches are currently equipped with ATMs.

2. SCOPE OF WORK

2.1 The vendor has to perform the following activities:

- A) Sale & installation of Cash Dispensers
- B) Maintenance of these CDs during warranty & post warranty (in AMC)

3. ORDER CANCELLATION (TERMINATION)

JKSBL reserves the right to cancel the order(s) in the event of one or more of the following circumstances:

Non compliance of the scope of the job.

Repetitive failure of the deployed personnel to perform the job to the satisfaction of the bank.

Breach of any of the terms and conditions of the Purchase Order by the Vendor. The selected Vendor commits a breach of any of the terms & conditions of the proposal.

The progress regarding execution of the order accepted by the selected Vendor is found to be unsatisfactory.

In addition to the cancellation of purchase order, JKSBL also reserves the right to forfeit/invoke the Performance Guarantee submitted to JKSBL by the Vendor as well as blacklisting the Vendor.

JKSBL reserves the right to accept or reject in part or full any or all offers without assigning any reason thereof. Any decision of JKSBL in this regard shall be final, conclusive and binding upon the Vendors.

The Vendors are advised to examine all instructions, terms & conditions and technical specifications carefully and furnish required information unambiguously. Any offer not submitted in the prescribed formats or incomplete in desired detailed information is liable for rejection. is not responsible for non-receipt of offers within the specified date and time due to any reason including postal holidays or delays.

4. CLARIFICATIONS AND AMENDMENTS TO RFP DOCUMENT

Prospective Vendors may seek clarification on the RFP document by e-mail/phone call till 13th July 2011 at the address mentioned on page 2 of the RFP document.

5. DEADLINE FOR SUBMISSION OF PROPOSALS

Proposals must be received by JKSBL at the address specified in the Proposal Document not later than the specified date and time as specified in the Proposal Document. In the event of the specified date of submission of proposals being declared a holiday for the Bank, the proposals will be received up to the scheduled time on next working day.

JKSBL may, at its discretion, extend this deadline for submission of proposals by amending the proposal documents in which case all rights and obligations of the Bank and Vendors previously subject to the deadline will thereafter be subject to the deadline extended.

6. LATE PROPOSALS

Any proposal received by JKSBL after the deadline (Date and Specified Time) for submission of proposals will be rejected and/or returned unopened to the Vendor.

7. ERASURES OR ALTERATIONS

The Proposal should contain no alterations, erasures or overwriting except as necessary to correct errors made by the Vendor, in which case corrections should be duly stamped and initialed / authenticated by the person/(s) signing the Proposal.

8. PRELIMINARY SCRUTINY

JKSBL will scrutinize the offers to determine whether they are complete, whether any error has been made in the offer, whether required technical documentation has been furnished, whether the documents have been properly signed and whether price proposal has been quoted as per prescribed method. Offers not conforming to the prescribed guidelines and or with incorrect information or not supported by relevant documentary evidences wherever called for, would be summarily rejected.

However, JKSB, at its sole discretion, may waive any minor non-conformity or any minor irregularity in an offer. JKSB reserves the right for such waivers and this shall be binding on all Vendors.

9. PROPOSAL DOCUMENT

The Vendor is expected to examine all instructions, forms, Terms and Conditions and technical specifications in the Proposal Document. Submission of a proposal not responsive / non-compliant to the terms / conditions of Proposal Document in any respect will be at the Vendor's risk and may result in rejection of the proposal without any reference to the Vendor.

10. TECHNICAL EVALUATION

The evaluation of the technical proposals will take into account the factors listed in Annexure III.

11. VERIFICATION

JKSB reserves the **right to verify any or all statements made by any or all Vendor(s) in the Proposal document** and to inspect the Vendor's facilities, if necessary, to establish its satisfaction about the Vendor's capacity to perform the job.

12. NO COMMITMENT TO ACCEPT LOWEST OR ANY PROPOSAL

JKSB shall be under no obligation to accept the lowest or any other offer received in response to this RFP and shall be entitled to reject any or all offers including those received late or with incomplete information without assigning any reason whatsoever. JKSB reserves the right to make any change(s) in the terms and conditions of the services of the Vendor. will not be obliged to meet and have discussions with any Vendor, and or listen to any representation.

13. PERFORMANCE GUARANTEE

The successful Vendor will have to furnish a Performance Bank Guarantee issued by a scheduled commercial bank in India in favour of "**Janakalyan Sahakari Bank Ltd.**", for an amount of **10% of project cost** for **the warranty** period. However, the purchase order/s may be released in stages.

The Bank Guarantee shall act as a security deposit and either in case the Vendor is unable to undertake maintenance job of ATMs as per Bank's requirements the Bank shall have the right to invoke the Bank Guarantee.

Further, JKSB reserves the right to invoke the Bank Guarantee in case the Vendor is not able to meet the conditions of the Contract, within the stipulated time. This will be independent of the penalties on the Service Level Agreement.

14. INDEMNITY

The Vendor shall indemnify JKSB and be liable for any loss incurred by the bank due to improper functioning of their employees / personnel while implementing maintenance job for CDs. The total liability of the Vendor for such loss shall depend upon the nature and amount of loss incurred by the bank due to improper functioning of their employees/personnel while undertaking maintenance of CDs.

The selected vendor will have to enter Non Disclosure Agreement with the Bank.

15. COST OF BIDDING

The Vendor shall bear all costs associated with preparation and submission of the proposal and Bank will in no case be responsible or liable for these costs regardless of the conduct or outcome of the Bidding process.

16. AUTHORISED SIGNATORY

The selected Vendor shall indicate the authorized signatories who can discuss and correspond with JKSB, with regard to the obligations under the contract. The selected Vendor shall submit at the time of signing the contract (Service Level Agreement), a certified copy of the resolution of their board, authenticated by the company secretary, authorizing an official or officials of the Vendor to discuss, sign agreements/contracts with JKSB, raise invoice, accept payments and also to correspond. The Vendor shall provide proof of signature identification for the above purposes as required by JKSB.

17. PENALTY

The supply & installation of CDs has to be completed within four weeks from the date of placing the Purchase Order. If the vendor fails to execute and complete the project in stipulated period, vendor is liable to pay penalty of ½% per week maximum up to 5% of the total project cost.

18. PACKAGING & LABELING

The supplied products should be packaged and labeled as per industry standards. All materials supplied shall be properly packed to guard against all damages, losses, etc. during the handling and transit. Any damage caused to any material for want of proper packing shall be at the supplier's risk and account.

19. PAYMENT TERMS

Payment terms would be as follows: 50% on Delivery, 40% after Installation & Commissioning and 10% after submission of Bank Guarantee.

Bills raised by the Vendor would be payable by the Head Office of the Bank on receipt of advice/ confirmation/ satisfactory services rendered certificate from the concerned Branches.

20. JURISDICTION

The jurisdiction of the courts shall be Mumbai.

21. CANCELLATION OF TENDER PROCESS

JKSBL reserves the right to cancel the tender process partly or fully at its sole discretion at any stage without assigning any reason to any of the participating Vendors.

22. PUBLICITY

Any publicity by the Vendor in which the name of JKSBL is to be used should be done only with the explicit written permission of JKSBL.

23. FORCE MAJEURE

The Vendor shall not be liable for forfeiture of its performance security, liquidated damages or termination of contract for default, if and to the extent that its delay in performance or other failure to perform its obligations under the contract is the result of an event of force Majeure. For purposes of this Clause, "Force Majeure" means an event beyond control of the Vendor and not involving the Vendor's fault or negligence and not foreseeable. Such events may include, but are not limited to, Acts of God or of public enemy, acts of Government of India in their sovereign capacity, acts of war, fires, floods and freight embargoes. If a Force Majeure situation arises, the Vendor shall promptly notify JKSBL in writing of such conditions and the cause thereof within 15 (fifteen) calendar days. Unless otherwise directed by JKSBL in writing, the Vendor shall continue to perform its obligations under the Contract as far as it is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. In such a case, the time for performance shall be extended by period(s) not less than the duration of such delay.

Annexure – I

(Tender offer forwarding letter)

Date: XX. XX.2011

**The Asst. General Manager (IT)
Janakalyan Sahakari Bank Ltd.
Information Technology Department
Vivek Darshan, 140, Sindhi Society
Mumbai -400071**

Dear Sir,

Sub: Your RFP for procurement of CDs

With reference to the above RFP, having examined and understood the instructions including all annexures, terms and conditions forming part of the Proposal, we hereby enclose our offer for sale of CDs as mentioned in the RFP document.

In the event of acceptance of our Proposal by the bank we undertake to supply CDs as per your purchase orders.

In the event of our selection by the Bank for undertaking supply of CDs, we will submit a Performance Guarantee for a sum equivalent to 10% of Project Cost for one year effective from the month of execution of Service Level Agreement in favour of Janakalyan Sahakari Bank Ltd.

We agree to abide by the terms and conditions of this tender offer.

Until a formal contract is executed, this offer, together with the Bank's written acceptance thereof and Bank's notification of award, shall constitute a binding contract between us.

We understand that the Bank is not bound to accept the lowest or any offer the Bank may receive.

Dated this __day of _____2011

Signature: _____

(In the Capacity of:) _____

Duly authorized to sign offer for and on behalf of

Annexure-II

VENDOR'S DETAILS

PARAMETERS
Profile
In Business since
Founders / Owners
Partners
Annual Turnover
Staff Strength
Product & Services
Customer Base - Banking Industry
Total Clients using similar products offered to us
Major Clients using similar products offered to us
List of sites where similar product is deployed
Contact Details of these sites
Feedback about services
Customer Base - Other Industry
Total Clients using similar products
Major Clients using similar products
Sites where similar product is deployed
Feedback about services
Other Products & Services
Other Products dealt in
Other Services dealt in
Total Clients using Other products/services
Major Clients using Other products/services
Competitors
Your Competitors who offer similar product
How your product is different than your competitors
What is cost difference
Reasons to justify the cost difference

Place:

Date:

AUTHORISED SIGNATORY

Name:

Designation:

Annexure III

SPECIFICATIONS OF CDS

PARTICULARS	Details	Compliance
Make	Diebold/Lipi/NCR/Wincor	
Model	CD- Latest Model	
Access	Front	
Card Reader	Dip	
Cassette Configuration	2 to 4 Cassettes	
Display Type	15" LCD	
Display Pixel Size	1024 x 768	
Security	UL 291 Level 1	
Security Lock Type	Electronic Combination Lock	
Printer Specs-Consumer	Thermal	
Printer Specs-Journal	Dot Matrix	
Processor Specs	Intel Dual Core 3.2 GHz, 1GB RAM, 160 GB HD, DVD ROM Drive	
LAN Card	10/100 MBPS	
EMV Compliant		
Emulation		
Operating System	Windows XP	
Operating Temperature	5 ^o C to 45 ^o C	
Dimensions (WxDxH)		
Power Requirement	220V AC, 50 Hz	
Advertising Capabilities		
Keypad	Triple DES	
Warranty		
Additional information		
Delivery Period		
Software		
Voice Support		
Camera Support		
Touch Screen		
AMC Details		
Hours of Service	24 Hrs	
Response Time	2 Hours	
Coverage Exclusion		
AMC Rate		
Payment Terms		

Annexure IV

Format of Commercial Proposal for Procurement of CDs
By JANAKALYAN BANK

Name of Vendor:

Address with Contact Nos.:

Description	Cost (₹ Per CD) inclusive of Taxes & Levies
Cash Dispensers	

Date:

Authorised Signatory

Name:

Designation:
(Please affix official stamp)