



Aryavart Bank
A-2/46, Vijay Khand, Gomti Nagar
Lucknow-226010

Notice Inviting Online e-tender followed by e-Reverse Auction

For

Supply and Installation of FRRCs and FRFCs

Mode of Submission – Online only at

https://www.mstcecommerce.com/eprochome/aryabank/buyer_login.jsp

Availability of Tender *From 22.09.2021*

Last date of Submission of Tender- *29.10.2021*



TENDER NOTICE FOR PROCUREMENT OF FRFCs/ FRRCs

Aryavart Bank intends to procure 600 Fire Resistant Filing Cabinets and 10 Fire Resistant Record Cabinets as per the mentioned specifications, for this purpose the Bank invites tender from reputed security items manufacturers/bidders having OEM certificates with BIS certification.

The "Request for Proposal" (RFP) for the project is available on bank's website under tender section which will direct to:- https://www.mstcecommerce.com/eprochome/aryabank/buyer_login.jsp.

Vendors are required to register themselves online with www.mstcecommerce.com.

Bids made strictly as per provisions of the RFP document should be submitted online through e-tendering portal MSTC link: https://www.mstcecommerce.com/eprochome/aryabank/buyer_login.jsp

Number of FRFCs/ FRRCs will be decided according to ease of installation of security equipments at the branch.

Most Likely bank intends to procure FRFCs (Fire Resistant Filing Cabinets) for its branches and FRRCs (Fire Resistant Record Cabinets) for its regional offices.

Specifications of various security items are mentioned below:-

1. Specification of FRFC (Fire Resistant Filing Cabinets) and FRRC (Fire Resistant Record Cabinets)

Fire Resistant Filing Cabinets	Confirming to IS-14561	FR 120, 4 drawers
Fire Resistant Record Cabinets	Conforming to IS-14203	FR 120 X 1600

Bids are invited from reputed security items manufacturers/bidders who fulfill all specifications prescribed by the Bank as stated above for supply of FRFCs to various branches/Regional offices in our Bank.

2. Disclaimer

- This Request for Proposal (RFP) is not an offer by the Aryavart Bank, but an invitation to receive response from eligible interested bidders for supply and installation of FRRCs and FRFCs. This document should be read in its entirety.
- Information provided in this RFP to the Bidders is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law.
- ARYAVART BANK, its employees and advisers make no representation or warranty and shall have no liability to any person including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way in this Selection Process.
- ARYAVART BANK also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Bidder upon the statements contained in this RFP.



- e) ARYAVART BANK may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFP.
- f) Every effort is being made to keep Aryavart Bank's Website up to date and running smoothly 24X7, However Aryavart Bank takes no responsibility, and will not be liable for, the website being temporarily unavailable due to any technical issues at any point of time. In that event Aryavart Bank will not be liable or responsible for any damages or expenses arising for any difficulty, or error, imperfection or inaccuracy with this website, it includes all associated service, or due to such unavailability of the website or any part there of any contents or any associated services.
- g) Aryavart Bank is in contract with MSTC a Mini Ratna company, who also make every possible effort to update their portal and run their site 24 X 7, however Aryavart bank takes no responsibility, and will not be liable for, the website being temporarily unavailable due to any technical issues at any point of time. In that event Aryavart Bank will not be liable or responsible for any damages or expenses arising for any difficult, or error, imperfection or inaccuracy with this website, it includes all associated services, or due to such unavailability of the website or any part thereof any contents or any associates services.
- h) The issue of this RFP does not imply that Aryavart Bank is bound to select a Bidder or to appoint the selected Bidder, as the case may be, for the insurance policy and Aryavart Bank reserves the right to reject all or any of the Proposals without assigning any reason whatsoever. No correspondence shall be entertained in this regard.
- i) The "Request for Proposal" (RFP) for the project is available on: bank's website which will direct to https://www.mstcecommerce.com/eprochome/aryabank/buyer_login.jsp,. Vendors are required to register themselves online with www.mstcecommerce.com (above link)

3. The proposed evaluation schedule is tabulated below. However, the bank, at its discretion can change the schedule without assigning any specific reason for the same.

S.No	Event Description	Particulars
1	Category of Tender	Open
2	Mode of submission	Online/e-tender
2	Date of publishing of Tender Notice	22.09.2021, on Aryavart bank website. http://www.aryavart-rrb.com
4	Start Date of RFP document download from bank's website http://www.aryavart-rrb.com which will direct to https://www.mstcecommerce.com/eprochome/aryabank/buyer_login.jsp	22.09.2021
5	RFP related communication E-mails Ids	Ho.ans@aryavartbank-rrb.com
5	Last date for receiving queries	30- September - 2021 up to 05:00 PM
6	Pre-bid meeting through virtual mode LINK: - https://aryavartbank.webex.com/meet/ho.itcell	01-October - 2021 at 11:00 AM
7	Response to Pre-Bid queries	01- October - 2021
8	Issue of Addendum /Revised Tender document (If required)	04 - October - 2021
9	Last Date & time of RFP download from https://www.mstcecommerce.com/eprochome/aryabank/buyer_login.jsp	29 -October- 2021 at 05:00 PM
10	Last date & Time for submission of Bid /Bid due date	29-October-2021 at 05:00 PM
11	Opening of Technical Bids	30-October-2021 at 04.00 PM at Bank's Head Office (subject to availability of Tender Committee members)
12	Information regarding Financial Evaluation of Bids	E-Financial Bid of the technically responsive bidders shall be opened at a later date. The Financial bid opening time & date shall be intimated to the technically qualified bidders



13	Announcement of L1 bidder	Will be notified
	Reverse Auction	Will be notified after opening of financial bids
14	Letter of Award to the selected to L1 Bidder	Will be notified
16	Bank's Website	www.aryavart-rrb.com

- No Bid or part of Bid shall be submitted vide E-mail or in any other form.
- Bids received later than the prescribed date and time i.e. by 30.10.2021 by 5 PM will not be considered for evaluation.
- If the last day of submission of Bid is declared as a holiday by any circumstances beyond the control of Aryavart Bank, the next working day will be deemed to be the last day for submission of the Bid.
- Further, in case Aryavart Bank does not function on the aforesaid date due to unforeseen circumstances or holiday, then the Bid will be opened on the on the next working day subject to availability of all the Technical Committee members; unless otherwise such change may be notified to all bidders.

4. Important Instructions for e-procurement

Bidders are requested to read the terms and conditions of this tender before submitting their online tender.

1	<p>Process of E-Tender:</p> <p>A) Registration: The process involves vendor's registration with MSTC e-procurement portal Only after registration, the vendor can submit his/their bids electronically. Electronic Bidding for submission of Technical Bid as well as Financial Bid will be done over the internet. The Vendor should possess Class III signing type digital certificate. Vendors are to make their own arrangement for bidding from a P.C. connected with Internet. MSTC is not responsible for making such arrangement. (Bids will not be recorded without Digital Signature). SPECIAL NOTE: THE TECHNICAL BID AND THE FINANCIAL BID HAS TO BE SUBMITTED ON-LINE AT https://www.mstcecommerce.com/eprochome/aryabank/buyer_login.jsp</p> <ol style="list-style-type: none"> Vendors are required to register themselves online with: - https://www.mstcecommerce.com/eprochome/aryabank/buyer_login.jsp Vendors will receive a system generated mail confirming their registration in their email which has been provided during filling the registration form. <p>In case of any clarification, please contact Bank/MSTC (before the expiry of scheduled time of the e- tender).</p> <p>Contact person (Bank): Chief Manager, Administration & Services deptt :7388800788/600</p> <p>Contact person (MSTC Ltd): Mr. Rohit Kr Singh, Assistant Manager, 0522-4304843/9886056499 Mr. Vikash Sharma, Manager, 0522-4304843/9582441977</p> <p>B) System Requirement:</p> <ol style="list-style-type: none"> Windows 7 or above Operating System IE-7 and above Internet browser. Signing type digital signature Latest updated JRE 8 (x86 Offline) software to be downloaded and installed in the system. <p>To disable "Protected Mode" for DSC to appear in The signer box following settings may be applied. Tools => Internet Options => Security => Disable protected Mode If enabled- i.e., Remove the tick from the tick box mentioning "Enable Protected Mode".</p> <p>Other Settings: Tools => Internet Options => General => Click on Settings under "browsing history/ Delete Browsing History" => Temporary Internet Files => Activate "Every time I Visit the Webpage".</p> <p>To enable ALL active X controls and disable 'use pop up blocker' under Tools ^Internet Options^ custom level (Please run IE settings from the page www.mstcecommerce.com once)</p>
2	<p>The Techno-commercial Price Bid have to be submitted online at:- https://www.mstcecommerce.com/eprochome/aryabank/buyer_login.jsp .Tenders will be opened electronically on specified date and time as given in the Tender.</p> <p>NO TENDERS/ BIDS THROUGH ANY OTHER MEDIUM WILL BE ACCEPTED BY THE BANK</p>



3	All entries in the tender should be entered in online Technical & Financial Formats without any ambiguity.
4	<p>Special Note towards Transaction fee: The vendors shall pay the transaction fee using "Transaction Fee Payment" Link under "My Menu" in the vendor login. The vendors have to select the particular tender from the event dropdown box. The vendor shall have the facility of making the payment either through NEFT or Online Payment. On selecting NEFT, the vendor shall generate a challan by filling up a form. The vendor shall remit the transaction fee amount as per the details printed on the challan without making change in the same. On selecting Online Payment, the vendor shall have the provision of making payment using its Credit/ Debit Card/ Net Banking. Once the payment gets credited to MSTC's designated bank account, the transaction fee shall be auto authorized and the vendor shall be receiving a system generated mail.</p> <p>Transaction fee is non-refundable. A vendor will not have the access to online e-tender without making the payment towards transaction fee.</p> <p>NOTE: Bidders are advised to remit the transaction fee well in advance before the closing time of the event so as to give themselves sufficient time to submit the bid.</p>
5	Information about tenders /corrigendum uploaded shall be sent by email only during the process till finalization of tender. Hence the vendors are required to ensure that their corporate email I.D. provided is valid and updated at the time of registration of vendor with MSTC. Vendors are also requested to ensure validity of their DSC (Digital Signature Certificate).
6	E-tender cannot be accessed after the due date and time mentioned in NIT.
7	<p>Bidding in e-tender:</p> <p>a) Vendor(s) need to submit necessary Transaction fees to be eligible to bid online in the e-tender. Applicable Transaction fees is non-refundable.</p> <p>b) The process involves Electronic Bidding for submission of Technical and Financial Bid.</p> <p>c) The vendor(s) who have submitted transaction fee can only submit their Technical Bid and Financial Bid through internet in MSTC website www.mstcecommerce.com ^ e-procurement ^ PSU/Govt. depts. ^ Login under Aryavart Bank ^ My menu ^ Auction Floor Manager ^ live event ^ Selection of the live event</p> <p>d) The vendor should allow running JAVA application. This exercise has to be done immediately after opening of Bid floor. Then they have to fill up Common terms/Financial specification and save the same. After that click on the Technical bid. If this application is not run then the vendor will not be able to save/submit his Technical bid.</p> <p>e) After filling the Technical Bid, vendor should click 'save' for recording their Technical bid. Once the same is done, the Financial Bid link becomes active and the same has to be filled up and then vendor should click on "save" to record their Financial bid. Then once both the Technical bid & Financial bid has been saved, the vendor can click on the "Final submission" button to register their bid.</p> <p>f) Vendors are instructed to use Attach Doc button to upload documents. Multiple documents can be uploaded.</p> <p>g) In all cases, vendor should use their own ID and Password along with Digital Signature at the time of submission of their bid.</p> <p>h) During the entire e-tender process, the vendors will remain completely anonymous to one another and also to everybody else.</p> <p>i) The e-tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above.</p> <p>j) All electronic bids submitted during the e-tender process shall be legally binding on the vendor. Any bid will be considered as the valid bid offered by that vendor and acceptance of the same by the Buyer will form a binding contract between Buyer and the Vendor for execution of supply.</p> <p>k) It is mandatory that all the bids are submitted with digital signature certificate otherwise the same will not be accepted by the system.</p> <p>l) Bank reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part as the case may be without assigning any reason thereof.</p> <p>m) No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any vendor confirms his acceptance of terms & conditions for the tender.</p>
8	Any order resulting from this tender shall be governed by the terms and conditions mentioned therein.
9	No deviation to the technical and Financial terms & conditions are allowed.
10	The tender inviting authority has the right to cancel this e-tender or extend the due date of receipt of bid(s) without assigning any reason thereof.

11	Vendors are requested to read the vendor guide and see the video in the page www.mstcecommerce.com/eprochome to familiarize them with the system before bidding.
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5. TERMS AND CONDITIONS

- The EMD of Rs 1.00 lakh in the form of Demand Draft payable at Lucknow in favour of Aryavart Bank must be submitted in physical form at Bank's Head Office, A-2/46, Vijay Khand, Gomti Nagar, Lucknow -226010 before the last date of submission of technical bid. **(MSMEs are exempted for submission of EMDs. The firms are required to submit MSME certificate with Technical Bid in support of seeking exemptions.)**
- The mode of submission of tender is online only, tender submitted in any mode other than specified will not be entertained by the Bank.
- The participating bidder must be BIS certified.
- The participating bidder must have an average annual turnover of Rs 25.00 crore (strictly in the supplying security equipments) in last three financial years (2018-19, 2019-20 and 2020-21). Certificate from Chartered Accountant must be submitted invariably.
- The successful bidder must submit a performance bank guarantee of 10% of the amount of the work awarded for a period of two years.
- The participating bidder must submit solvency certificate of Rs 10.00 crore of latest date not earlier than 01.06.2020.
- The bank reserves its right to split the order in the ratio 50:25:25 in case L2 and L3 match the price quoted by L1 bidder. In case L2 or L3 denies to match L1 prices, the order will be splitted among L1 and L2 or L3 in 60:40 ratio, in case L2 and L3 both deny to match L1 price, whole order will be awarded to L1 bidder.
- The participating bidder must have an experience of 10 years in supplying security equipments.
- The participating bidder must be the Original Equipment Manufacturers (OEM) with their In-house lock manufacturing facility. Manufacturing License issued by competent authority be submitted as proof thereof.
- The company/ vendor shall have ISO-9000/9001 and ISO 14001 series certifications for manufacturing process. The product / equipment should be quality products and should have Bureau of Indian Standards (BIS) certification and should also meet the minimum fire rating criteria specified by BIS.
- The company/vendor shall not have been blacklisted by any PSU Bank nor should their name be figured in the IBA caution list.
- The participating bidder must have manufactured 1000 FRFCs (Fire Resistant Filing Cabinets + Fire Resistant Record Cabinets) in three years i.e, 2018-19, 2019-20 and 2020-21. (A certificate from Chartered Accountant must be submitted invariably along with Copies of the form 3CA & form 3CD giving quantitative details of FRFCs and FRFCs manufactured and certified by a registered tax auditor under section 44AB of Income Tax Act 1961 and Income Tax Rule 6G(2) should be attached as proof document for each year.
- The vendor should have valid BIS license for the FRFCs and FRFCs with FR 120 min.
- The vendor agrees for random testing of their product bought by the bank at the current BIS test house at the cost of Vendor and must agree for bearing the cost of transportation and testing fee and also agree to replace the tested equipments with the new one without any extra cost.
- Bidder should furnish in the format given below details of any successful fire incidents which occurred on any FRFC/FRFC manufactured/supplied by them from the date of starting the manufacturing to till date. In case there is no FRFC/FRFC of their make/manufactured involved in any fire accident then the bidder should give an undertaking on Rs10 stamp paper mentioning that " We are not aware or not have been informed by any users that FRFC/FRFC manufactured by us has been undergone through such incident".

Item Name	Model	Name of the Bank	Branch Name	Date of Incidents	Month	Year

- Bidder should furnish any fire incident in which Fire resistant security equipment supplied by your

firm resisted the fire and saved the records kept in it and any certification to this effect has been issued by the bank branch /office, Bidder must furnish such fire incident in the format given below

Item Name	Model	Name of the Bank	Branch Name	Date of Incidents	Month	Year
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17. The payment of the bills will be made by Head Office, after satisfactory receipt of the goods verified by concerned branch /regional office).
18. The amount to be quoted in figures as well as in words. In case there is any variance in these two rates, the amount; written in words shall be taken as final.
19. Details required for fire resistant cabinets- (in case if company don't provide below details then they will be disqualified in our tender on technical ground).

Item	Height	Width	Depth	Weight
FRFC 4 drawer 120 min				
FRRCs 120min				

20. All alterations in the tender should be initiated by the authorized signatory. Over writing may invite disqualification of the tender.
21. The rate quoted shall remain **valid up to one year from the date of placing purchase order** No escalation in the rates will be allowed under any circumstances.
22. In case of any dispute, the matter will be referred to the General Manager, Aryavart Bank. For litigation, if any arising thereof, the competent court (local) alone shall have jurisdiction.
23. Bank reserves the right to accept or reject any or all tender/s without assigning any reasons whatsoever and the said decision shall be final and binding upon the bidders.
24. The bidder/OEM must be the Original Equipment Manufacturer of the Locks used in the aforementioned Safe. (OEM must give a written undertaking on Letterhead and must also give an NOC to the bank for plant visit if needed)
25. The payment will be made after supply, installation of security equipments (subject to confirmation from Regional offices) and after receiving the Performance Bank Guarantee of requisite amount.
26. No advance will be paid to any vendor during supply and installation of security equipments.
27. Documents to be uploaded in Technical Bid:
 - a. Latest copy of BIS license.
 - b. General Profile of the company.
 - c. Contact Person with their contact numbers and email addresses.
 - d. Latest copy of requisite certificates.
 - e. GST certificate.
 - f. Last three years Balance Sheet 2018-19, 2019-20 and 2020-21. (In case any firm has not finalised the books of account for FY 2020-21, the provisional balance sheet for FY 2020-21 may be submitted duly certified by Chartered Accountants).
 - g. Letter from Chartered Accountant conveying the average annual turnover of Rs 25.00 crore or above in last three financial years 2018-19, 2019-20 and 2020-21.
 - h. Purchase Order for establishing 10 years of experience of supplying security equipments to banks.
 - i. NOC for plant visit.
 - j. Declaration for testing of the security equipments on the vendors cost.
 - k. OEM for Locks on company's letter head.
 - l. Copy of Registration
 - m. EMD of requisite amount in a sealed envelope super scribed as EMD.



- n. Certificate from Chartered Accountant mentioning that the firms has manufactured at least 1000 fire resistant security equipments in FY 2018-19, 2019-20 and 2020-21.
- o. Solvency certificate of Rs 10.00 crore of date not earlier than 01.06.2021 must be submitted.
- p. Requisite details as per point no.14,16 and point no.19
- q. Certificate as per point no.15
- r. Certificate of Acceptance as per Annexure B

Please note that in case if any of the above listed documents are found not enclosed in the technical bid submitted by the bidders, their bid will be technical disqualified.

Non submission of EMD on or before the last date at Bank's Head Office will result in technical disqualification of the bidder.

- 28. The bid evaluation committee of Aryavart Bank shall conduct the evaluation on the basis of the submitted Technical Bid. However, Aryavart Bank may seek clarification on the information submitted by the bidder, if required.
- 29. "Financial Bid" must be uploaded as per the financial bid (Annexure A) only. Financial Bid other than as per Annexure-A will not be entertained.

(Please note that the above items are to be supplied with BIS label. Only for the equipment where BIS Licenses are not yet issued to any, Manufacturer, the equipment conforming to 'as per IS Standard' will be considered from those manufacturer only whose items are being tested at BIS lab subjected to submission to proper documentary proof and the manufacturer has to assure that BIS certificate is likely to be issued in the near future).

- 30. The pre-bid meet is scheduled on 01.10.2021 at 11.00 AM, all vendors are requested to attend the pre bid meeting and clarify all their doubts about the specifications and the job. No queries and doubts will be entertained after the pre bid meeting on 01.10.2021.
- 31. The duly completed tender proposals bids (as per the format given below) must be uploaded on online portal mentioned above on or before the last date of submission of tenders.
- 32. The tenders will be opened at 04.00 P.M. on 30.10.2021 at Bank's Head office, when all concern may remain present.
- 33. The bank reserves the right to accept/reject any/all offers without assigning any reason whatsoever.
- 34. The Bank reserves its rights to split the order in the ratio specified above at its sole discretion.
- 35. The bank reserves the right to place order batch wise.
- 36. The Bank reserves the right to increase or decrease the quantity of fire resistant equipments.
- 37. "The payment will be made after all statutory compliances of GST Act and Income Tax Act including deduction u/s 194 (O) of the Income Tax Act, 1961.

6. Applicability of TDS u/s 194 O :

- 1. The selection of successful bidder will be done using MSTC portal and as per the requirements of Income Tax Act it involves the applicability of TDS u/s 194 (O), hence the TDS as per applicable rates under this section will be deducted by the bank and will be remitted to MSTC for further filing of same on the PAN records of successful bidder.
- 2. The bank shall take no responsibility in case of any default on the part of MSTC in the filing of such TDS deducted under Section 194 (O) as the said amount will be remitted immediately to MSTC after deduction."


(General Manager)

ANNEXURE -A

FINANCIAL BIDS

----- (name of the vendor)

We quote the rates for supply of Security Equipment as under:

Name of Security Equipment	Rate(per unit)	HSN /SAC code	Discount , if any	Rate of GST	Any other charges	Total cost (In Rs.)+ GST extra
Fire Resistant Record Cabinet confirming to IS-14203 FR 120min						
Fire Resistant Filing Cabinets Confirming to IS- 14561, 4 drawers FR upto 120 min						

I/we hereby declare that the above mentioned rates are inclusive of all types of taxes, levies and other charges and are F.O.R at various branches/offices of your Bank.
I also understand that under no circumstances freight charges/installation charges will be paid extra to me.

Signature of the Vendor/Bidder

Seal



Annexure-B

(On company's Letter Head only)

CERTIFICATE OF ACCEPTANCE

“Certified that we have read and understood all the terms and conditions in the Tender Document and that our company/firm, namely, do hereby unconditionally accept all the Term and Conditions set out in the Tender Document and annexures including the penalty clauses therein.”

Date:

Signature of Authorised Signatory

Place:

(Name of company/firm)
Seal of Company/firm

