

**Zonal Office, Salt Lake**

**3 & 4 DD Block, 1<sup>st</sup> Floor, Sector-1, Salt Lake, Kolkata-64**

**Notice for e-Tender for**

**Providing three hired Customised Cash Vans along with drivers, loaders & PSA armed guards (Preferably Ex-servicemen or Ex-Paramilitary force) by any reputed Private Security Agency for Bank's Currency Chests and Branches under this Zonal Office for remittance of cash.**

**Cost of the e-Tender document: - 500/- (Rupees five hundred only)**

The information provided by the bidders in response to this e-Tender Document will become the property of the Bank and will not be returned. The Bank reserves the right to amend, rescind or reissue this e-TENDER Document and all amendments will be advised to the bidders and such amendments will be binding on them. The Bank also reserves its right to accept or reject any or all the responses to this e-TENDER Document without assigning any reason whatsoever.

This document is prepared by UCO Bank for hiring of three Customised Cash Vans along with drivers, loaders, PSA armed guards for remittance of cash for CCs and branches under the Zonal Office Salt Lake.

**(Ref. e-Tender No-ZOSL/SEC/2022/314 dated 10/06/2022)**

**Disclaimer**

While the document has been prepared in good faith, no representation or warranty, express or implied, is or will be made, and no responsibility or liability will be accepted by UCO Bank or any of its employees, in relation to the accuracy or completeness of this document and any liability thereof expressly disclaimed. The e-Tender is not an offer by UCO Bank, but an invitation for bidder's responses. No contractual obligation on behalf of UCO Bank, whatsoever, shall arise from the offer process unless and until a formal contract is signed and executed by duly authorized officials of UCO Bank and the Bidder.

This e-Tender is not exhaustive in describing the functions, activities, responsibilities and services for which vendor will be responsible. The bidders, by participating in this tender, implicitly confirm that if any functions, activities, responsibilities or services which are either not specifically described in this e-Tender or specifically described but has to undergo suitable changes/modifications due to regulatory/statutory changes and are termed necessary by the Bank for the proper performance of the Contract, such functions, activities, responsibilities or services (with applicable changes, if any) will be deemed to be implied by and included within the scope of services under this e-Tender and Bidder's response to the same extent and in the same manner as if specifically described in this e-Tender and Bidder's response.

## **OBJECTIVES**

UCO Bank, a body corporate, established under the Banking Companies (Acquisition and Transfer of Undertakings) Act 1970, having its Head Office at 10, B.T.M. Sarani, Kolkata-700001, India, and its Zonal Office, located at 3 & 4, DD Block Salt Lake, Kolkata-700064, hereinafter called "the Bank", is one of the leading public sector Banks in India .

The Zonal Office, Salt Lake of UCO Bank wants to engage three hired customized cash vans (Light Commercial Vehicle) along with drivers, loaders and PSA armed guards for remittance of cash from Currency Chest Branches and other non-currency chest Branches under this Zonal Office & for operational requirement Chests/ branches located in & around Kolkata.

Accordingly, UCO Bank, Zonal Office Salt Lake invites response from reputed & experienced vendors with proven capabilities dealing in remittance of cash from Bank branches to Currency Chests and having their own offices in & around Kolkata having valid PSARA License for the state of West Bengal. It is also expected that the PSA should have proper training centres for their security staff & supervisors within the ambit of PSARA.

It is pertinent to mention here that, UCO Bank, Zonal Office Salt Lake will engage the three hired customized cash vans(LCV) with driver, one loader and four PSA armed guards for remittance of cash along with Bank's own staff and own Armed Guards as & when required as per Bank's policy.

However, in any exigency, UCO Bank, Zonal Office Salt Lake will have full authority to send the hired customized cash vans to other Currency Chests ( UCO Bank), or linked Currency Chests of other Banks or any other currency chests of any other Zonal Offices of UCO Bank within West Bengal.

Preference will be given for ex-service men or ex-paramilitary men armed guards who are physically, mentally and professionally fit for the job.

Only those bidders, who satisfy the eligibility criteria, mentioned in this e-Tender document need to respond.

UCO Bank , Zonal Office Salt Lake has also arranged to publish an advertisement In this regard in three local daily news papers and also uploaded the e-Tender on Bank's website for wide publicity.

## **CONTENTS**

<b>Clause No</b>	<b>Subject</b>	<b>Page No</b>
1.1	Introduction & Tender Details	4
1.2	Submission of Bids	7
1.3	Cost of Tender Documents	9
1.4	EMD Amount	9
1.5	Rejection of Bids	9
1.6	Pre-Bid Meeting	10
1.7	Modification of Bids	10
1.17	e-Tender Response	11
1.20	Language of Bids	12
1.21	Indemnity	12
1.22	Authorised Signatory	12
1.23	Integrity Pact & IEM	12
2.1	Eligibility Criteria	13
3.1.3	Technical Evaluation Process	15
3.1.4	Commercial Evaluation Process	15
4	Scope of Work	15
5.2	Performance Bank Guarantee	17
5.3	Commissioning	17
5.4	Payment Terms	18
5.5	Price Bids	18
5.10	Order Cancellation	19
5.20	Termination	23
5.24	Non-Assignment Clause	25
	Annexure-A- Proforma of Forwarding letter	26
	Annexure-B- Check List	27
	Annexure-C- Performance Bank Guarantee	28
	Annexure-D- Format for Price Bid	30
	Annexure-E- Pre-Contract Integrity Pact	31
	Annexure-F- Letter of Under taking & Indemnity	37

## **PART-I GENERAL TERMS AND CONDITIONS**

### **1.1 Introduction**

UCO Bank, Zonal Office Salt Lake invites e-tender comprising of Technical bid and Commercial bid from reputed & experienced vendors with proven capabilities dealing in remittance of cash from Bank branches to Currency Chests and having their own offices in & around Kolkata having valid PSARA License for the state of West Bengal. It is also expected that the PSA should have proper training centres for their security staff & supervisors within the ambit of PSARA.

The bidder (also called the vendor or bidder through this document) appointed under the tender document shall own the single point responsibility for fulfilling all obligations and providing all deliverables and services required for successful implementation of the project.

Unless agreed to specifically by the Bank in writing for any changes in the document issued, the bidder responses should comply with the scope of work. Unless expressly overridden by the specific agreement to be entered into between the Bank and the bidder, the e-Tender document shall be the governing document for arrangement between the Bank and the Selected bidder in terms of this **e-Tender** documents.

The e-Tender document may be obtained from UCO Bank, Zonal Office, Salt Lake located at 1st Floor, 3 & 4, D D Block, Kolkata-700064 on working days in person on submission of cost of the tender document. Also the e-Tender document may be downloaded from our website [www.ucobank.com](http://www.ucobank.com). The bidders downloading the document from Bank's website [www.ucobank.com](http://www.ucobank.com) must pay the cost of the document, in a separate cover and properly superscribed, at the time of submission of the bids.

The details are given below:

<b>Tender Reference</b>	<b>ZOSL/SEC/2022/314 - Dated 10/06/2022</b>
<b>Cost of Tender documents</b>	<b>`Rs 500/-</b>
<b>Date of issue of e-Tender</b>	<b>11/06/2022</b>
<b>Earnest Money Deposit (EMD)</b>	<b>Rs 10,000/- (In the form of DD)</b>
<b>Date of commencement of sale of tender document</b>	<b>11/06/2022</b>
<b>Last date for submitting queries for the Pre-bid Meeting</b>	<b>02/07/2022</b>
<b>Pre-Bid meeting /Venue</b>	<b>22/04/2022 at 11.30 am at below mentioned address.</b>
<b>Last Date and Time for receipts of tender bids</b>	<b>02/07/2022 at 14.00 hrs</b>
<b>Opening of technical bids</b>	<b>02/07/2022 at 14:30 hrs</b>
<b>Opening of Price Bid</b>	<b>02/07/2022 at 16.30 hrs</b>
<b>Address of Communication</b>	<b>UCO Bank , Zonal Office, Salt Lake 3 &amp; 4 DD Block, Salt Lake,Kolkata-700 064</b>
<b>Email address</b>	<b><a href="mailto:zosaltlake.sec@ucobank.co.in">zosaltlake.sec@ucobank.co.in</a></b>
<b>Contact Telephone/Fax Numbers</b>	<b>Tel :033-4455-9166</b>

<b>EMD-DD to be submitted</b>	<b>Tender box placed at above address</b>
<b>Bids to be submitted</b>	<b>e-bidding on <a href="http://www.tenderwizard.com">www.tenderwizard.com</a></b>
<b>Process to be followed</b>	<p>This Tender will follow e-Tendering process [e-bids] as under which will be conducted by Bank's authorized e- Tendering Service Provider M/s Antares Systems Ltd through the website  <a href="https://www.tenderwizard.com/UCOBANK">https://www.tenderwizard.com/UCOBANK</a></p> <p>Following activities will be conducted online through above website:  Submission of Technical Bid &amp; Price Bid by the Vendor</p> <ol style="list-style-type: none"> <li>Opening of Technical Bid &amp; Price Bid by the Bank</li> <li>Clarification, if any, sought by the</li> <li>Bank.</li> <li>On-line evaluation by the Bank.</li> </ol> <p>Representatives of Vendors will be given training for e- Tendering by the Service Provider namely M/s Antares Systems Ltd.</p> <p>Bidders who wish to participate in online tenders will have to register with the website (<a href="https://www.tenderwizard.com/UCOBANK">https://www.tenderwizard.com/UCOBANK</a> through the "Register" link provided on the home page.</p> <p>Bidder will create login id &amp; password on their own in registration process.</p> <p>Following facilities shall be provided to the bidders / vendors by service provider M/s Antares Systems Ltd:</p> <ol style="list-style-type: none"> <li>Support to the Bidders for participating in the bids through e-tendering Website.</li> <li>Call center support/ email/ phone/mobile etc. in all possible medium.</li> <li>Registration with the e-tendering website. User Manual / Training Kit to the Bidder.</li> <li>Any no. of users of Vendor/ Bidder organization can take support on the e-tendering system.</li> <li>Bidder who wish to participate in this tender need to procure Digital Signature Certificate (for Signing and Encryption) as per Information Technology Act-2000 and CVC guidelines using that they can digitally</li> </ol>

sign their electronic bids. Bidders can procure the same from any of the CCA approved certifying agencies, or they may contact with M/s Antares Systems Ltd. at below mentioned address and they will assist them in procuring the same. Bidders who already have a valid Digital Signature Certificate need not to procure the same.

In case bidders need any clarification regarding online participation, they can contact

**Antares Systems Ltd.**

**Registered Office at: #24, Sudha Complex, 3rd Stage, 4th Block, Bangalore – 560079.**

**Ph: - 080-49352000 / 40482000**

**Fax: - 080-49352034**

**Help Desk:**

Contact Person: Mr. Kushal Bose/ Mr. Tousik Ghosh -Mobile no. 07686913157 / 09674758724

(On working days-0900 hours–1800 hours) e-mail: [kushal.b@antaressystems.com](mailto:kushal.b@antaressystems.com)  
:[tousik.g@antaressystems.com](mailto:tousik.g@antaressystems.com)

Any bid received after last date and time of the receipt of bids prescribed as mentioned above, will not be accepted by the Bank.

The Bid document shall be in two parts viz. Technical Bid & Commercial Bid. Bidders should also submit requisite Tender Fee and EMD amount in the form of DD in favour of UCO Bank payable at Kolkata within the schedule time of last date for submission of bids.

The bidders should take care of submitting the bids by uploading the documents which should be readable without any clutter or fog or friction.

Bidders are requested to participate in the e-tender process strictly according to the time schedule mentioned above.

The technical bid will be opened first and only those bidders, deemed eligible as per the eligibility criteria mentioned in this e-Tender, will be shortlisted after technical evaluation. Commercial/Price Bids of only those short-listed-bidders, who have qualified in Technical evaluation, will be opened by the Bank on the date as per given schedule.

The Bids should be addressed to:

**The DGM & Zonal Head**

**Zonal Office Salt lake, UCO Bank**

**3 & 4, DD Block, Salt lake**

**Kolkata - 700 064**

UCO Bank is not responsible for non-receipt of response to E-TENDER within the specified date and time due to any reason including any technical glitch. In case the specified date of submission & opening of Bids is declared holiday in West Bengal under NI Act, the bids will be received till the specified time on next working day and Technical Bid will be opened at same time on the next day. Bids once submitted will be treated as final and no further correspondence will be entertained on this. No bid will be modified after the target date & time for submission of bids. No bidder shall be allowed to withdraw the bid.

## **1.2 Submission of Bid**

- 1.2.1 Technical Bid should be duly signed by bidder/ authorized signatory in the letter pad of the bidder. Documents should be stamped & signed by bidder.
- 1.2.2 Bid should comply with the Scope of work as specified hereinafter.
- 1.2.3 The Technical bid should be complete in all respects and contain all information asked for, except prices. The documentary proof in support of all Eligibility Criteria should be submitted along with technical Bid.
- 1.2.4 The Technical bid should have compliance chart as per Annexures including documentary proof in support of Eligibility Criteria and Annexure C, D, E & F.
- 1.2.5 Commercial bid duly sealed and signed by the bidder/ authorized Signatory of bidder in the given format.  
The Commercial bid should have compliance chart as per Annexure-B
- 1.2.6 Incomplete bids or bids not conforming to the terms and conditions are liable for rejection by the Bank.
- 1.2.7 At any time, prior to deadline for submission of e-Tender , Bank may modify any of the terms & conditions and technical specifications at its sole discretion and the same will be available on Bank's website and the amendments shall be binding on the bidder. In case of any amendment, UCO Bank may extend the deadline for submission of response to this e-Tender in order to provide a reasonable time to the prospective bidders.
- 1.2.9 UCO Bank reserves the right to seek clarification or call for supporting documents from any of the bidders, for which the concerned bidder need to submit the documentary evidence(s) as required by UCO Bank.
- 1.2.10 Any Technical Bid, submitted with incorrect information will be liable for rejection. Further, if any bidder is found to have submitted incorrect information at any time, he may be debarred from participation in the future tendering processes of Bank.



- 1.2.11 The Bank does not bind itself to accept the lowest or any Bid and reserves the right to reject any or all Bids at any point of time prior to the issuance of purchase order without assigning any reasons whatsoever.
- 1.2.12 The Bank reserves the right to resort to re-tendering without providing any reason whatsoever. The Bank shall not incur any liability on account of such rejection.
- 1.2.13 The Bank reserves the right to modify any terms, conditions or specifications for submission of bids and to obtain revised Bids from the bidders due to such changes, if any at any time prior to completion of evaluation of technical bids from the participating bidders.
- 1.2.14 Canvassing of any kind or Bid submitted with false information will be a disqualification.
- 1.2.15 The bidder is required to guarantee that exchange rate fluctuations, changes in import duty and other taxes will not affect the Rupee value of the commercial bid over the price validity period.
- 1.2.16 Prices quoted by the Bidder shall be in Indian Rupees, and not subject to any price escalation, if the order is placed within the validity period.
- 1.2.17 Further, subsequent to the orders being placed, the Bidder shall pass on to the Bank all fiscal benefits arising out of reductions in Government levies if any. The Bank shall be under no obligation to accept the technical solution offered or the lowest or any other offer received in response to this e-Tender notice.
- 1.2.18 The Bank reserves the right to reject any or all offers based on its own evaluation of the offers received, or on the basis of stability, capabilities, track records, reputation among users and other similar features of a bidder. When the Bank makes any such rejection, the Bank will not be bound to give any reason and/or justification in this regard to the bidder. The Bank further reserves the right to cancel the entire e-Tender process without assigning any reasons whatsoever at any stage of the e-Tender process without assigning any reason whatsoever.
- 1.2.19 The Bank reserves the right to modify any terms, conditions and specifications of this request for submission of offer and to obtain revised bids from the bidders with regard to such changes. The Bank reserves its right to negotiate with any or all bidders. The Bank reserves the right to accept any bid in whole or in part.
- 1.2.20 Bids once submitted shall not be returned to the Bidder in future.
- 1.2.21 The technical bid shall be submitted strictly in conformity with the Scope of Work.
- 1.2.22 The Bank expects the selected bidder to adhere to the terms of this e-Tender document and would not like or accept any deviations to the same.



### **1.3 Cost of tender Documents**

The intending bidders should pay the Cost of tender Documents of ` **Rs 500/- (Rupees five hundred only)**. The Cost of tender Documents shall be paid by Demand Draft / Banker's Cheque / Pay Order drawn in favour of '**UCO Bank**' **payable at Kolkata**. The Cost of tender Document is non-refundable. The bidder downloading the tender document from Bank's website [www.ucobank.com](http://www.ucobank.com) must pay the cost of the tender document, in a separate cover, at the time of submission of the bids.

### **1.4 Earnest Money Deposit**

The Bidder must submit Earnest Money Deposit (EMD) along with the Technical Bid in the form of DD/ Pay Order in favour of UCO Bank payable at Kolkata to the tune of **Rs 10,000/-** (Ten thousand only).

Non-submission of Tender fee & EMD will lead to outright rejection of the bid of the bidder. The EMD of unsuccessful bidders will be returned to them on completion of the tender process. The EMD of successful bidder will be returned on submission of Performance Bank Guarantee as specified hereunder.

The EMD made by the bidder will be forfeited if:

- 1.4.1 The bidder withdraws his tender before processing of the same.
- 1.4.2 In the case of a successful bidder, if the bidder fails in accordance with any Terms and Conditions or any requirement as specified in this document.
- 1.4.3 The selected bidder withdraws his tender before furnishing an unconditional and irrevocable Performance Bank Guarantee.
- 1.4.4 The bidder violates any of the provisions of the terms and conditions of this tender specification.

### **1.5 Rejection of the Bid**

The Bid is liable to be rejected if:

- 1.5.1 The document doesn't bear signature of authorized person on each page signed and duly stamped.
- 1.5.2 It is received through Telegram/Fax.
- 1.5.3 It is received after expiry of the due date and time stipulated for Bid submission.
- 1.5.4 Incomplete Bids, including non-submission or non-furnishing of requisite documents / Conditional Bids/ incorrect information in bid / Bids not conforming to the terms and conditions stipulated in this Request for proposal (e-Tender) are liable for rejection by the Bank.
- 1.5.5 Bidder should comply with all the points mentioned in the e-Tender. Non-compliance of any point will lead to rejection of the bid.
- 1.5.6 Any form of canvassing/lobbying/influence/query regarding short listing, status etc. will be a disqualification.
- 1.5.7 If cost of tender & EMD has not submitted.
- 1.5.8 If price bid is not filled up properly.

## **1.6 Pre- Bid Meeting**

The queries for the Pre-bid Meeting should be reached in writing or by email on or before **20/06/2022 by 10.30 hrs** on e-mail: **hosecurity.calcutta@ucobank.co.in**. It may be noted that no query from any bidder shall be entertained or received after the above mentioned date. Queries raised by the prospective bidder and the Bank's response will be hosted at Bank's web site. No individual correspondence will be accepted in this regard.

**Pre-Bid meeting** will be conducted on **20/06/2022** at **11.30** hrs at Zonal Office, Salt Lake, 3 & 4 DD Block, Salt Lake, Kolkata-64.

Only authorized representatives of bidder will be allowed to attend the Pre-bid meeting at the venue on scheduled date & time.

## **1.7 Modification and Withdrawal of Bids**

No bid can be modified by the bidder subsequent to the closing date and time for submission of bids. In the event of withdrawal of the bid by successful bidders, the EMD will be forfeited by the Bank.

## **1.8 Introduction and Disclaimer**

This e-Tender document has been prepared solely to enable UCO Bank ("Bank") in defining the requirements for supply of three hired customized cash vans along with drivers, loaders and only four PSA armed guards. The e-tender document is not a recommendation, bid or invitation to enter into a contract, agreement or other arrangement in respect of the services.

## **1.9 Information Provided**

The tender document contains statements derived from information that is believed to be reliable at the date obtained but does not purport to provide all of the information that may be necessary or desirable to enable an intending contracting party to determine whether or not to enter into a contract or arrangement with Bank in relation to the provision of services. Neither Bank nor any of its employees, agents, contractors, or advisers gives any representation or warranty, express or implied as to the accuracy or completeness of any information or statement given or made in this e-Tender document.

## **1.10 For Respondent Only**

The e-Tender document is intended solely for the information to the party to whom it is issued "Vendor" and no other person or organization.

## **1.11 Confidentiality**

The e-tender document is confidential and is not to be reproduced, transmitted, or made available by the Recipient to any other party. The E-TENDER document is provided to the Recipient on the basis of the undertaking of confidentiality given by the Recipient to Bank. Bank may update or revise the tender document or any part of it. The Recipient acknowledges that any such revised or amended

document is received subject to the same terms and conditions as this original and subject to the same confidentiality undertaking.

The Recipient will not disclose or discuss the contents of the tender document with any officer, employee, consultant, director, agent, or other person associated or affiliated in any way with Bank or any of its customers, suppliers, or agents without the prior written consent of Bank.

#### **1.12 Disclaimer**

Subject to any law to the contrary, and to the maximum extent permitted by law, Bank and its officers, employees, contractors, agents, and advisers disclaim all liability from any loss or damage (whether foreseeable or not) suffered by any person acting on or refraining from acting because of any information, including forecasts, statements, estimates, or projections contained in this E-TENDER document or conduct ancillary to it whether or not the loss or damage arises in connection with any negligence, omission, default, lack of care or misrepresentation on the part of Bank or any of its officers, employees, contractors, agents, or advisers.

#### **1.13 Costs Borne by Bidders / Vendors**

All costs and expenses incurred by bidders/ vendors in any way associated with the development, preparation, and submission of responses, including but not limited to attendance at meetings, discussions, demonstrations, etc. and providing any additional information required by Bank, will be borne entirely and exclusively by the vendor.

#### **1.14 No Legal Relationship**

No binding legal relationship will exist between any of the bidders/ vendors and Bank until execution of a contractual agreement.

#### **1.15 -Errors and Omissions**

Each bidder/ vendor should notify Bank of any error, omission, or discrepancy found in this tender document.

#### **1.16 Acceptance of Terms**

A bidder will, by responding to Bank e-tender, be deemed to have accepted the terms as stated in the e-tender.

#### **1.17 e-Tender Response**

If the response to this e-tender does not include the information required or is incomplete or submission is through Fax mode or through e-mail, the response to the e-Tender is liable to be rejected.

All submissions will become the property of Bank. Recipients shall be deemed to license, and grant all rights to, Bank to reproduce the whole or any portion of their submission for the purpose of evaluation, to disclose the contents of the submission to other Recipients who have registered a submission and to disclose and/or use the contents of the submission as the basis for any resulting e-Tender

process, notwithstanding any copyright or other intellectual property right that may subsist in the submission or Banking documents.

### **1.18 Response Validity Period**

Tender response will remain valid and open for evaluation according to their terms for a period of at least **1 year** from the time the e-Tender response submission process closes.

### **1.19-Notification**

Bank will notify the outcome of the e-Tender evaluation process on Bank's website. Bank is not obliged to provide any reasons for any such acceptance or rejection.

### **1.20 Language of Bids**

The bid, correspondence and supporting documents should be submitted in English.

### **1.21 Indemnity**

The bidder shall indemnify the Bank and be liable for any loss or damage suffered by the Bank due to malfunctioning of the system as supplied and installed by them. The total liability of the selected bidder shall not exceed the total cost of the order value.

### **1.22 Authorized Signatory**

The selected bidder shall indicate the authorized signatories who can discuss, sign negotiate, correspond and any other required formalities with the bank, with regard to the obligations. The selected bidder shall submit, a certified copy of the resolution of their Board, authenticated by Company Secretary, authorizing an official or officials of the company to discuss, sign with the Bank, raise invoice and accept payments and also to correspond. **The bidder shall furnish proof of signature identification for above purposes as required by the Bank.**

### **1.23. Integrity Pact**

UCO Bank has adopted practice of Integrity Pact ( IP) as per CVC guidelines. The integrity pact essentially envisage an agreement between the respective vendors/ bidders sellers, who commit themselves to Integrity pact ( IP) with the bank would be considered competent to participate in the bidding process. In other words entering into this pact would be the preliminary qualification. In case of bids for the installation of Fire Hydrants not companied with signed IP by the bidders along with Technical bid, the offers shall be summarily rejected.

The essential ingredients of the Pact include :

a) Promise on the part of the principal not to seek or accept any benefit , which is not legally available.

b) Principal to treat all bidders with equity and reason,

c) Promise on the part of bidders not to offer any benefit to the employees of

the Principal not available legally.

- d) Bidders not to enter into any undisclosed agreement or understanding with other bidders with respect of prices, specifications, certifications, subsidiary contract etc.
- e) Bidders not to pass any information provided by the Principal as part of business relationship to others & not to commit any offence under IPC Act.

Integrity pact, in respect of a particular contract shall be operative from the date IP is signed by both the parties till the final completion of the contract. Any violation of the same would entail disqualification of the bidder and exclusion from future business dealings. IP shall cover all phases of contract from the stage of e-Tender ( NIT) till the conclusion of the contract ie final payment or the duration of warranty. Format of IP is attached as Annexure-C.

**The following two Independent External Monitor ( IEM) have been appointed by UCO bank who will review independently and objectively whether and to what extent parties have complied with their obligation under the pact.**

1. Shri Ranjan S katoch

A-91, Alkapuri,

Bhopal, MP, PIN-462022

( e-mail ID- [rkatoch@nic.in](mailto:rkatoch@nic.in) )

2. Shri Hare Krushna Dash

House No-829, Sector-8

Gandhinagar-382007, Gujrat

(e-mail : [hkdash184@gmail.com](mailto:hkdash184@gmail.com))

## **Part –II**

### **2.1 Eligibility Criteria**

The eligibility criteria to participate in bidding process are mentioned below. Only those bidders, who satisfy all the eligibility criteria as mentioned herein below, may respond. Document in support of all eligibility criteria are required to be submitted along with the Technical Bid.

Sl. No.	Pre-Qualifying Criterion	Documents to be submitted
1	The bidder should be registered as a company in India as per Company Act 2013.	Copy of the Certificate of Incorporation issued by Registrar of Companies and full address of the registered office
2	The bidder should have had an annual turnover of more than <b>Rs. 20 lakhs</b> during each of the last three financial years as evidenced by the audited accounts of the company / division.	Copy of the audited Balance Sheets for the preceding three years (i.e. 2019-20, 2020-21 and 2021-22).
3	The bidder should have made operating profit in any one of the last three financial years (i.e. 2019-20, 2020-21 and 2021-22).	Copy of the audited Balance Sheets for the preceding three years (i.e. 2019-20, 2020-21 and 2021-22).
4	The bidder should have	Copy of client certification for the

	provided CCV services to any Bank/ Financial Institution in last three years & should have adequate fleet of CCVs	same with name and contact details of signatory should be attached.
5	The bidder should not have been blacklisted /debarred for corrupt and fraudulent practices by Govt. organizations.	Self-declaration on the letter head.
6	The Bidder should have office or service centre in & around Kolkata for providing quick service.	Address of Office, Copy of Trade license/GST No issued for this office etc should be enclosed
7	The Bidder should have valid PSARA license for the State of West Bengal with proper training facility for PSA armed guards	Copy of PSARA valid license should be submitted. PSARA license under renewal may be accepted at the time of participation of e-tender but Bidder should submit an undertaking that by 01/07/2022 valid license should be submitted/ renewal of the same will be completed. Otherwise Bidder will not be eligible for e-Tender.  Bidder should have proper training facility for PSA armed guards.

### **Part –III**

#### **3.1 Evaluation Criteria**

The objective of evolving this evaluation methodology is to facilitate the selection of the most quality-sum-cost effective solution that appropriately meets the requirements of the Bank as identified in this e-Tender.

There would be a two stage evaluation process.

The Stages are:

- I) Eligibility Criteria Evaluation & Technical Evaluation
- II) Commercial / Price bid Evaluation

##### **3.1.1 Eligibility**

The Eligibility would be evaluated first for the participating bidders. The bidders who would qualify all Eligibility Criteria as mentioned in clause 2.1, will be shortlisted for the Technical bid evaluation. A detailed technical evaluation would be undertaken for eligible bidders and only the technically qualified bidders would be shortlisted for commercial opening.

**The bidder with the lowest commercial quote called Total cost of ownership (TCO) will be declared as L1.**



### **3.1.2 Evaluation Methodology**

The objective of evolving this evaluation methodology is to facilitate the selection of the most cost-effective solution (Total Cost of Ownership) over a 7-year period that appropriately meets the requirements of the Bank identified in this e-Tender.

### **3.1.3 Technical evaluation process**

In Technical evaluation process, the technical bid of only eligible bidders as per Eligibility Criteria in Part II, Clause 2.1 would be evaluated. The Technical evaluation will be done on the basis of comply chart provided by bidder as per **Scope of work in Part IV. The Bidder should comply all points in scope of work in Part IV.**

**Non-compliance of any point either in scope of work or any technical requirements in Annexure H may lead to rejection from the further bidding process. After technical evaluation commercial bids of only technically qualified bidders will be opened.**

### **3.1.4 Commercial /Price Bid evaluation process**

The Commercial Bids of only technically qualified bidders will be opened and evaluated by the Bank and the evaluation will take into account the following factors:

- 3.1.3.1 **The L1 Bidder will be selected on the basis of the amount quoted for proposed hiring charges/ month as per Annexure-D .**
- 3.1.3.2 The bidder will be solely responsible for complying with any applicable Export / Import Regulations. The Bank will no way be responsible for any deemed Export benefit that may be available to the bidder.
- 3.1.3.3 In case there is a variation in value between numbers and words; the value mentioned in words would be considered.
- 3.1.3.4 The Bidder needs to provide Unit costs for components and services; unit rates with applicable taxes would be considered for the TCO purposes.
- 3.1.3.5 In the event the vendor has not quoted or mentioned the component or services required, for evaluation purposes the highest value of the submitted bids for that component or service would be used to calculate the TCO. For the purposes of payment and finalization of the contract, the value of the lowest bid would be used.

## **PART –IV- SCOPE OF WORK**

**4. A.** The scope of work of the bidder covers for supply of three hired customized cash vans ( light commercial vehicle-with an engine capacity of not less than 2200cc, preferably turbo charged, not more than five years, have ground clearance of minimum 190 mm, passenger capacity of five ) along with one driver & loader for each CCV and 04 (four) PSA armed guards for remittance of cash from Currency Chest Branches and other non-currency chest Branches under this Zonal Office & for operational requirement Chests/ branches located in & around Kolkata.

It is pertinent to mention here that, UCO Bank, Zonal Office Salt Lake will engage the three hired customized cash vans(fitted with GPS tracker with ignition mobilization and geo-fencing facility, central locking , CCTV system with 4 cameras,



partition between drivers cabin & cash box area which may carry 6-8 cash boxes) along with one PSA driver, one PSA loader and four PSA armed guards for remittance of cash along with Bank's own staff and own Armed Guards as & when required as per Bank's policy.

**B.** However in any exigency UCO Bank, Zonal Office Salt Lake will have full Authority to send the hired customized cash vans to other Currency Chests (UCO Bank), or linked Currency Chests of other Banks or any other currency chests of any other Zonal Offices of UCO Bank within West Bengal.

**C.** Preference will be given for ex-service men or ex-paramilitary men armed guards who are physically, mentally and professionally fit for the job. PSA armed guards will be engaged by the bidder should use DBBL gun only along with adequate numbers of ammunitions & SBBL will not be allowed.

**D.** PSA armed guards should have uniform as specified by the company, ID proof issued by the company & while on duty should be in good turn out.

**E.** PSA armed guards, drivers of CCV should have active mobile phones while on duty. Supervisor of armed guards should visit the sites minimum once in a week.

**F.** CCVs is required to ply from CCs to different branches covering 2000 km per Month or 200 hrs. Expenses for additional coverage will be paid by Bank on an average cost per extra km or extra hour as per price bid..

**G.** The bidder will provide three CCVs including its fuel, maintenance, repairing etc along with GPS tracker, GPS monitoring software of CCVs at Zonal Office, guns, gun license, ammunition, uniform to the armed guards etc.

**H.** The bidder of CCVs will be responsible for providing required manpower to CCVs including reliever / leave reserve of driver, loader, armed guard.

**I.** Bank may increase the numbers of PSA armed guards from 04 to 06, if require in future as per the selected rate and same terms & conditions.

**J.** Hired CCVs should fitted with alarm system, grills, real time GPS tracker, one CCTV system, First aid box, Fire Extinguisher etc as per First Schedule –Design & Specification for Secured Cash Vans as per **Private Security Agencies (Private Security to Cash Transportation Activities) Rules-2018 issued by MHA**.

**K. Period of Service**- Initially this hiring service for three CCVs will be awarded to selected L-I bidder for two years & may be extended for another one year only after successful & satisfactory performance of the L-I bidder, as per the rate of selected L-I bidder subject to mutual agreement of Bank & service provider. However Bank may terminate the service period after giving a Notice for one month to selected L-I bidder.

#### **L. Parking of CCVs**

Bank will not provide any parking area & parking fees/ rent for the hired CCVs.

#### **M. Time & Daily Route**

The service provider will arrange for providing CCVs along with required manpower at the identified branches on working days at 10.00 hrs.

The daily route for moving of CCVs will be decided by Bank officials & as per instruction of Bank official, the hired CCVs will move & will maintain a log book. Expected total time & coverage of CCVs per month is 200 hrs & 2000 Km.

#### **N. Area of operation**

As per operational requirement and as per location of Branches and Currency Chests under this Zonal Office spread in the districts of North 24 Pgs and Howrah, the hired CCVs & armed guards have to move in these two districts. However, for remittance of cash the CCVs may move to Currency Chests located in Kolkata as and when required.

#### **O. Scope of Outsourcing / Engagement of Third Party**

The selected L-I bidder will have no scope under any circumstances to outsource the service or engagement of third party for the service.

#### **P. Antecedent Check**

The selected PSA has to check the antecedent of driver, loader, armed guards & should obtain verification of local PS.

#### **Q. Modification of Scope of Work**

Bank may modify the scope of work at its own discretion at any point of time.

### **PART-V**

#### **5.1 Order details**

The work order will be placed by the Bank to the selected L-I vendor by Zonal Office, Salt Lake, UCO Bank. The payment will be made by concerned branch where the three CCVs will be attached.

After receiving the work order the selected L-I bidder has to sign **Service Level Agreement (SLA)** with the Bank as per terms & conditions of this e-Tender.

#### **5.2 Performance Bank Guarantee**

The selected bidder, within 15 days from the date of work order will have to furnish a Performance Bank Guarantee, format as Annexure A, issued by any scheduled commercial bank equal to 5% of the order value valid for three years from the date of work order. Upon furnishing the Performance Bank Guarantee, the EMD of the selected bidder shall be returned.

The Performance Bank Guarantee shall act as a security deposit and either in case the prime vendor is unable to start the project within the stipulated time or start of the project is delayed inordinately beyond the acceptable levels, the Bank reserves the right to forfeit the same.

Further, the Bank reserves the right to invoke the Performance Bank Guarantee in case the Prime Vendor is not able to fulfill any or all conditions specified in the document or is unable to complete the project within the stipulated time.

#### **5.3 Commissioning**

5.3.1 After issuance of work order the selected bidder should commence the job immediately.

- 5.3.2 If however, the delay is caused by any action pending from the Bank end, the corresponding period will not be considered while calculation of delay period.
- 5.3.3 The Bidder shall be responsible for providing CCVs & armed guards with guns & other equipments are legal and Bidder shall give indemnity to that effect.
- 5.3.4 Any license, if required, need to be provided by the successful bidder. The successful bidder is solely responsible for any legal obligation related to licenses during providing service.

#### **5.4 Payment Terms**

Bank will make the payment subject to signing of the Service Level Agreement With the signatory of Zonal Office Salt lake as per the terms & conditions of the subject NIT.

- 5.4.1 The payment will be made by the following three identified branches after the end of the month –Titagarh CC Branch, Salt Lake Sector-II Branch and Jhorehat Branch.

#### **5.5 Price / Hiring Charge**

The Price Bid must include hiring charges of CCVs fitted with all equipments, along with driver, loader and PSA armed guards.

The Price Bid also must include all applicable taxes such as GST.

Prices quoted by the selected bidder shall be in **Indian Rupees only**.

#### **5.6 Liquidated Damage**

Any delay in commissioning of the three hired CCVs beyond the mentioned time, Bank will charge penalty at 1 % of the order value for the hiring charge.

The bank may at its discretion also waive or reduce the penalty if the reasons for delay are considered to be justified.

If Bidder fail to provide three hired CCVs, 10% of the total cost will be deducted from payment of other link or from Performance Bank Guarantee.

#### **5.8 Force Majeure**

Force Majeure is herein defined as any cause, which is beyond the control of the selected bidder or the Bank as the case may be which they could not foresee or with a reasonable amount of diligence could not have foreseen and which substantially affect the performance, such as:

- Natural phenomenon, including but not limited to floods, droughts, earthquakes, epidemics,
- Situations, including but not limited to war, declared or undeclared, priorities, quarantines, embargoes,
- Terrorist attacks, public unrest in work area,

Provided either party shall within ten (10) days from the occurrence of such a cause notify the other in writing of such causes. The Selected bidder or the

Bank shall not be liable for delay in performing his / her obligations resulting from any Force Majeure cause as referred to and / or defined above.

## **5.9 Completeness of the Project**

The project will be deemed as incomplete if the desired objectives of the project as mentioned in Section "Scope of Work" of this document are not achieved.

### **5.10- Order Cancellation**

The Bank reserve its right to cancel the order in the event of one or more of the following situations, that are not occasioned due to reasons solely and directly attributable to the Bank alone:

- Delay in commissioning / implementation / beyond the specified period.
- Serious discrepancy in the quality of service expected during the implementation, rollout and subsequent maintenance process.
- In case of cancellation of order, any payments made by the Bank to the Vendor would necessarily have to be returned to the Bank, further the Vendor would also be required to compensate the Bank for any direct loss suffered by the Bank due to the cancellation of the contract/purchase order and any additional expenditure to be incurred by the Bank to appoint any other Vendor. This is after repaying the original amount paid.
- Vendor should be liable under this section if the contract/ purchase order has been cancelled in case sum total of penalties and deliveries equal to exceed 10% of the TCO.

### **5.12 Indemnity**

Vendor shall indemnify, protect and save the Bank and hold the Bank harmless from and against all claims, losses, costs, damages, expenses, action suits and other proceedings, (including reasonable attorney fees), relating to or resulting directly or indirectly from (i) an act or omission of the Vendor, its employees, its agents, or employees of the consortium in the performance of the services provided by this contract, (ii) breach of any of the terms of this E-TENDER or breach of any representation or warranty by the Vendor, (iii) use of the deliverables and or services provided by the Vendor, (iv) infringement of any patent, trademarks, copyrights etc. or such other statutory infringements in respect of all components provided to fulfil the scope of this project. Vendor shall further indemnify the Bank against any loss or damage to the Bank premises or property, loss of life, etc., due to the acts of the Vendor's employees or representatives. The Vendor shall further indemnify the Bank against any loss or damage arising out of claims of infringement of third-party copyright, patents, or other intellectual property, and third-party claims on the Bank for malfunctioning of the equipment or software or deliverables at all points of time, provided however, (i) the Bank notify the vendor in writing immediately on becoming aware of such claim, (ii) the Vendor has sole

control of defence and all related settlement negotiations, (iii) the Bank provides the Vendor with the assistance, information and authority reasonably necessary to perform the above, and (iv) the Bank does not make any statement or comments or representations about the claim without prior written consent of the Vendor, except under due process of law or order of the court. It is clarified that the vendor shall in no event enter into a settlement, compromise or make any statement (including failure to take appropriate steps) that may be detrimental to the Bank (and/or its customers, users and service providers) rights, interest and reputation.

Vendor shall be responsible for any loss of life, etc, due to acts of Vendor's representatives, and not just arising out of gross negligence or misconduct, etc., as such liabilities pose significant risk.

Vendor should take full responsibility for its and its employee's actions.

The vendors should indemnify the Bank (including its employees, directors or representatives) from and against claims, losses, and liabilities arising from:

- Non-compliance of the vendor with Laws / Governmental Requirements
- Non-functioning of equipments fitted with CCVs more than week.
- Negligence and misconduct of the Vendor, its employees, and agents
- Breach of any terms of e-Tender,
- Act or omission in performance of service.

Indemnity would be limited to court; tribunal or arbitrator awarded damages and shall exclude indirect, consequential and incidental damages. However indemnity would cover damages, loss or liabilities suffered by the Bank arising out of claims made by its customers and/or regulatory authorities.

The vendor shall not indemnify the Bank for

- (i) Any loss of profits, revenue, contracts, etc.

**(ii) Any consequential or indirect loss or damage however caused, provided that the claims against customers, users and service providers of the Bank would be considered as a "direct" claim.**

### **5.13 Publicity**

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

### **5.14 Privacy & Security Safeguards**

The Selected bidder shall not publish or disclose in any manner, without the Bank's prior written consent, the details of any security safeguards designed, developed, or implemented by the Selected bidder under this contract or existing at any Bank location. The Selected bidder shall develop procedures and implementation plans to ensure that any data and sensitive information regarding remittance of cash shall not publish or disclose in any manner, without the Bank's prior written consent.

### **5.15 Technological Advancements**

The Selected bidder shall take reasonable and suitable action, taking into account economic circumstances, at mutually agreed increase / decrease in charges, and the Service Levels, to provide the Services to the Bank at a technological level that will enable the Bank to take advantage of technological advancement in the industry from time to time.

### **5.16 Guarantees**

Selected bidder should guarantee that all the material as deemed suitable for the service for providing hired CCVs along with equipments, guns of PSA armed guards , DL of hired driver as defined under this document, are licensed and legal.

### **5.17 Resolution of Disputes**

The Bank and the supplier Vendor shall make every effort to resolve amicably, by direct informal negotiation between the respective project directors of the Bank and the Vendor, any disagreement or dispute arising between them under or in connection with the contract.

If the Bank project director and Vendor project director are unable to resolve the dispute after thirty days from the commencement of such informal negotiations, they shall immediately refer the dispute to the senior authorised personnel designated by the Vendor and Bank respectively.

If after thirty days from the commencement of such negotiations between the senior authorised personnel designated by the Vendor and Bank, the Bank and the Vendor have been unable to resolve amicably a contract dispute, either party may require that the dispute be referred for resolution through formal arbitration.

All questions, disputes or differences arising under and out of, or in connection with the contract or carrying out of the work whether during the progress of the work or after the completion and whether before or after the determination, abandonment or breach of the contract shall be referred to arbitration by a sole Arbitrator: acceptable to both parties OR the number of arbitrators shall be three, with each side to the dispute being entitled to appoint one arbitrator. The two arbitrators appointed by the parties shall appoint a third arbitrator who shall act as the chairman of the proceedings. The award of the Arbitrator shall be final and binding on the parties. The Arbitration and Conciliation Act 1996 or any statutory modification thereof shall apply to the arbitration proceedings and the venue of the arbitration shall be Kolkata.

If a notice has to be sent to either of the parties following the signing of the contract, it has to be in writing and shall be first transmitted by facsimile transmission by postage prepaid registered post with acknowledgement due or by a reputed courier service, in the manner as elected by the Party giving



such notice. All notices shall be deemed to have been validly given on (i) the business date immediately after the date of transmission with confirmed answer back, if transmitted by facsimile transmission, or (ii) the expiry of five days after posting if sent by registered post with A.D., or (iii) the business date of receipt, if sent by courier.

This e-Tender document shall be governed and construed in accordance with the laws of India. The courts of Kolkata alone and no other courts shall be entitled to entertain and try any dispute or matter relating to or arising out of this e-Tender document. Notwithstanding the above, the Bank shall have the right to initiate appropriate proceedings before any court of appropriate jurisdiction, should it find it expedient to do so.

#### **5.18 Exit Option and Contract Re-Negotiation**

The Bank reserves the right to cancel the contract in the event of happening one or more of the following Conditions:

- Failure of the Selected bidder to accept the contract / purchase order and furnish the Performance Guarantee within 30 days of receipt of purchase contract,
- Serious discrepancy in functionality to be provided or the performance levels agreed upon, which have an impact on the functioning of the Bank.
- Serious discrepancy in providing required Service regarding remittance of cash.

In addition to the cancellation of work order, Bank reserves the right to appropriate the damages through encashment of Bid Security / Performance Guarantee given by the Selected Bidder.

The Bank will reserve a right to re-negotiate the price and terms of the entire contract with the Selected Bidder at more favourable terms in case such terms are offered in the industry at that time for projects of similar and comparable scope and quality.

The modalities under this right to re-negotiate /re-procure shall be finalized at the time of contract finalization.

Notwithstanding the existence of a dispute, and/or the commencement of arbitration proceedings, the Selected Bidder will be expected to continue the services. The Bank shall have the sole and absolute discretion to decide whether proper reverse transition mechanism over a period of 6 to 12 months, has been complied with. In the event of the conflict not being resolved, the conflict will be resolved through Arbitration.

#### **5.19 Corrupt and Fraudulent Practices**



As per Central Vigilance Commission (CVC) directives, it is required that Bidders / Suppliers / Contractors observe the highest standard of ethics during the procurement and execution of such contracts in pursuance of this policy:

“Corrupt Practice” means the offering, giving, receiving or soliciting of anything of values to influence the action of an official in the procurement process or in contract execution AND

“Fraudulent Practice” means a misrepresentation of facts in order to influence a procurement process or the execution of contract to the detriment of the Bank and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Bank of the benefits of free and open competition.

The Bank reserves the right to reject a proposal for award if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.

The Bank reserves the right to declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract if at any time it determines that the firm has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

## **5.20 Termination**

The Bank shall be entitled to terminate the agreement with the Selected bidder at any time by giving thirty (30) days prior written notice to the Selected bidder.

The Bank shall be entitled to terminate the agreement at any time by giving notice if:

- The Selected bidder breaches its obligations under the scope document or the subsequent agreement and if the breach is not cured within 30 days from the date of notice.
- The Selected bidder (i) has a winding up order made against it; or (ii) has a receiver appointed over all or substantial assets; or (iii) is or becomes unable to pay its debts as they become due; or (iv) enters into any arrangement or composition with or for the benefit of its creditors; or (v) passes a resolution for its voluntary winding up or dissolution or if it is dissolved. The Selected bidder shall have right to terminate only in the event of winding up of the Bank.

In the event of termination of the Contract due to any cause whatsoever, [whether consequent to the stipulated term of the Contract or otherwise], UCO BANK shall be entitled to impose any such obligations and conditions and issue any clarifications as may be necessary to ensure an efficient transition and effective business continuity of the Service(s) which the selected Vendor shall be obliged to comply with and take all available steps to minimize loss resulting from that termination/breach, and further allow the next successor Vendor to take over the obligations of the erstwhile Vendor in relation to the execution/continued execution of the scope of the Contract.

Bank shall have the right to initiate appropriate proceedings before any court of appropriate jurisdiction, should it find it expedient to do so.

## **5.21 Effect of termination**

The Selected bidder agrees that it shall not be relieved of its obligations under the reverse transition mechanism notwithstanding the termination of the assignment.

Reverse Transition mechanism would typically include service and tasks that are required to be performed / rendered by the Selected bidder to the Bank or its designee to ensure smooth handover and transitioning of Bank's deliverables and maintenance.

Same terms (including payment terms) which were applicable during the term of the contract/ purchase order should be applicable for reverse transition services.

The Selected bidder agrees that after completion of the Term or upon earlier termination of the assignment the Selected bidder shall, if required by the Bank, continue to provide maintenance services to the Bank at no less favorable terms than those contained in this scope document. In case the bank wants to continue with the Selected bidder's services after the completion of this contract/ purchase order then the Selected bidder shall offer the same or better terms to the bank. Unless mutually agreed, the rates shall remain firm.

The Bank shall make such prorated payment for services rendered by the Selected bidder and accepted by the Bank at the sole discretion of the Bank in the event of clause of termination, provided that the Selected bidder is in compliance with its obligations till such date. However, no payment for "costs incurred, or irrevocably committed to, up to the effective date of such termination" will be applicable to Selected Bidder. There shall be no termination compensation payable to the Selected bidder.

Termination shall not absolve the liability of the Bank to make payments of undisputed amounts to the Selected bidder for services rendered till the effective date of termination. Termination shall be without prejudice to any other rights or remedies a party may be entitled to hereunder or at law and shall not affect any accrued rights or liabilities of either party nor the coming into force or continuation in force of any provision Selected Bidder hereof which is expressly intended to come into force or continue in force on or after such termination.

## **5.22 Arbitration**

All dispute or differences whatsoever arising between the Selected bidder and the Bank out of or in relation to the construction, meaning and operation, with the Selected bidder, or breach thereof shall be settled amicably. If, however, the parties are not able to resolve any dispute or difference aforementioned amicably, the same shall be settled by arbitration in accordance with the Rules of Arbitration of the Indian Council of Arbitration and the award made in pursuance thereof shall be binding on the parties. The Arbitrator / Arbitrators shall give a reasoned award.

Work under the Contract shall be continued by the Selected bidder during the arbitration proceedings unless otherwise directed in writing by the Bank unless the matter is such that the work cannot possibly be continued until the decision of the arbitrator or of the umpire, as the case may be, is obtained and

save as those which are otherwise explicitly provided in the Contract, no payment due to payable by the Bank, to the Selected bidder shall be withheld on account of the ongoing arbitration proceedings, if any unless it is the subject matter or one of the subject matters thereof. The venue of the arbitration shall be at KOLKATA, INDIA.

#### **5.23 Applicable law & Jurisdiction of court**

The Contract with the Selected bidder shall be governed in accordance with the Laws of India for the time being enforced and will be subject to the exclusive jurisdiction of Courts at Kolkata (with the exclusion of all other Courts).

#### **5.24 Non-Assignment Clause**

The selected L-1 bidder/ vendor will be responsible to execute the project under scope of work and will not out source the work or will not engage / assign any other vendor/ contractor/supplier to execute the required work.

Annexure –A

**Providing three hired Customised Cash Vans along with drivers, loaders & PSA armed guards (Preferably Ex-servicemen or Ex-Paramilitary force) by any reputed Private Security Agency for Bank's Currency Chests and Branches under this Zonal Office for remittance of cash.**

To  
The Dy General Manager & Zonal Head  
Zonal Office, Salt Lake  
UCO Bank  
3 & 4 DD Block, Salt lake,  
Kolkata-64

Sir,

**Sub: Providing three hired Customised Cash Vans along with drivers, loaders & PSA armed guards (Preferably Ex-Servicemen or Ex-Paramilitary force) by any reputed Private Security Agency for Bank's Currency Chests and Branches under this Zonal Office for remittance of cash.**

In response to the NIT (Bank's e-tender No- ZOSL/SEC/2022/314 dated 10/06/2022 ) herein after referred to as "**e-Tender**" issued by ZO Salt Lake, UCO Bank, we hereby covenant, warrant and confirm as follows:

The soft-copies of the proposal submitted by us in response to the subject e-Tender and the related addendums and other documents including the changes made to the original tender documents issued by the Bank, conform to and are identical with the hard-copies of aforesaid proposal required to be submitted by us, in all respects.

The price quote in the commercial template in Annexure D valid for a period of 2 year with a scope for extension of another 1 year from the date of e-Tender response process closes by signing Service Level Agreement with Bank.

Yours faithfully,

Authorised Signatory  
Designation  
Bidder's corporate name

**Check List-Annexure-B**

**Supply, Commissioning, and Maintenance of Fire Hydrant System at CSC.**

Sl No.	Particulars	Compliance Status (Yes / No)
1.	Are Technical & Commercial bid submitted properly ?	
2	Is the Technical bid made in conformity with as per prescribed Annexure ?	
3.	Is the Commercial bid made in conformity as per prescribed Annexure ?	
4.	Whether copy of relevant documents enclosed along with Tender document ?	
5.	Whether site visit has been done ?	
6.	Whether attended Pre-Bid meeting ? Whether raised any issue in Pre-bid meeting ? Whether the issue has been resolved ?	
7.	Are all the pages numbered properly and signed and stamped.	
8	Is EMD submitted?	
9.	Whether Annexures are submitted ?	
10.	Whether e-Tender submitted properly ?	
11.	Are document in support of all eligibility criteria submitted?	
12.	Are your materials complied with Scope of work in Part IV ?	

**PROFORMA FOR PERFORMANCE BANK GUARANTEE**  
**(To be stamped in accordance with the stamp act)**

1. In consideration of UCO BANK, a body corporate constituted under the Banking Companies (Acquisition & Transfer of Undertaking) Act, 1970, having its head office at 10 BIPLABI TRILOKYA MAHARAJ SARANI (BRABOURNE ROAD), Kolkata-700001 (hereinafter called "Purchaser") having agreed to exempt M/s **(Name of the Selected bidder Company)** a Company incorporated under the Companies Act, 1956 having its registered office at **(Address of the Selected bidder company)** (hereinafter called "SELECTED BIDDER") from the demand, under the terms and conditions of Purchaser's Letter of Intent bearing no. ....dated ..... issued to the Vendor (hereinafter called "Purchase Order") in pursuance of Request For Proposal no. -----as modified, of security deposit for the due fulfillment by the VENDOR of the Terms and conditions contained in the Purchase Order, on production of a Bank Guarantee for Rs....(Rupees.... Only).

We,..... [indicate the name of the bank ISSUING THE BANK GUARANTEE] (hereinafter referred to as "Bank") at the request of ..... [VENDOR] do hereby undertake to pay to Purchaser an amount not exceeding Rs.....against any loss or damage caused to or suffered or would be caused to or suffered by Purchaser by reason of any breach by the said VENDOR of any of the terms or conditions contained in the said Agreement.

2. We .....[indicate the name of the bank ISSUING THE BANK GUARANTEE] do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from Purchaser stating that the amount claimed is due by way of loss or damage caused to or breach by the said VENDOR of any of the terms or conditions contained in the said Agreement or by reason of the VENDOR'S failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. ....

3. We undertake to pay to Purchaser any money so demanded notwithstanding any dispute or disputes raised by the VENDOR in any suit or proceeding pending before any court or Tribunal relating thereto our liability under this present being absolute and unequivocal. The payment as made by us under this bond shall be a valid discharge of our liability for payment there under and the VENDOR for payment there under and the VENDOR shall have no claim against us for making such payment.

4. We, ..... [indicate the name of the bank ISSUING THE GUARANTEE] further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of BANK under or by virtue of the said have been fully paid and its claims satisfied or discharged or till Purchaser certifies that the terms and conditions of the said Agreement have been

fully and properly carried out by the said VENDOR and accordingly discharged this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before .....(Expiry of claim period), we shall be discharged from all liabilities under this guarantee thereafter.

5. We ..... [Indicate the name of bank ISSUING THE GUARANTEE] further agree with Purchaser that Purchaser shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said VENDOR from time or to postpone for any time, or from time to time any of the powers exercisable by UCO BANK against the said VENDOR and to forebear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any variation, or extension being granted to the said VENDOR or for any forbearance, act or omission on the part of UCO BANK of any indulgence by UCO BANK to the said VENDOR or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the VENDOR.

7. We, ..... [Indicate the name of Bank ISSUING THE GUARANTEE ] lastly undertake not to revoke this guarantee during its currency except with the previous consent of Purchaser in writing. Notwithstanding anything contained herein:

i) Our liability under this Bank Guarantee shall not exceed Rs....(Rupees.....) only.

ii) This Bank Guarantee shall be valid upto ..... and

iii) We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or before

..... (date of expiry of Guarantee including claim period).

8. Dated the ..... day of ..... for ..... [Indicate the name of Bank]

**NOTE:**

1. Selected vendor should ensure that the seal and CODE No. of the signatory is put by the bankers, before submission of the bank guarantee.

2. Bank guarantee issued by banks located in India shall be on a Non-Judicial Stamp Paper of requisite value as applicable to the place of execution.



## **Annexure-D**

### **Price Bid Format**

**Providing three hired Customised Cash Vans along with drivers, loaders & PSA armed guards (Preferably Ex-servicemen or Ex-Paramilitary force) by any reputed Private Security Agency for Bank's Currency Chests and Branches under this Zonal Office for remittance of cash.**

<b><u>SI No</u></b>	<b><u>Description of Service</u></b>	<b><u>Cost of Hiring/ Month ( including GST)</u></b>
1	Hired Customised Cash Vans—02 numbers -with one driver, one loader, one PSA Armed Guard Covering 2000 Km or 200 hrs/month for each CCV	Rs
2.	Hired Customised Cash Vans—01 number -with one driver, one loader, two PSA Armed Guards Covering 2000 Km or 200 hrs/month	Rs
3.	Additional Coverage of one CCV Additional charge for every 1 km after cumulative 2000 km/ month Or additional charge for every 1 hr after cumulative total 200 hrs	Rs
	<b><u>Total ownership cost (1+2+3)</u></b>	<b><u>Rs</u></b>

**Note:**

1. In case of discrepancy between figures and words, the amount in words shall prevail.
2. Bidders should strictly quote in the format and for periods as mentioned above. No counter condition/assumption in response to commercial bid will be accepted. Bank has a right to reject such bid. The actual cost of Octroi, if applicable will be reimbursed as applicable.

## **Annexure-E**

### **PRE CONTRACT INTEGRITY PACT**

**(To be stamped as per the Stamp Law of the Respective State)**

1. Whereas UCO Bank having its registered office at UCO BANK, a body corporate constituted under The Banking companies (Acquisition & Transfer Act of 1970), as amended by The Banking Laws (Amendment) Act, 1985, having its Head Office at 10, Biplabi Trailokya Maharaj Sarani, Kolkata-700001 acting through its ..... Department, represented by General Manager / Dy. General Manager hereinafter referred to as the Buyer and the first party, proposes to procure (Name or category of the Equipment, services, etc.) hereinafter referred to as Stores and / or Services.

And

M/s \_\_\_\_\_ represented by \_\_\_\_\_ Chief Executive Officer, (which term, unless expressly indicated by the contract, shall be deemed to include its successors and its assignee), hereinafter referred to as the bidder/seller and the second party, is willing to offer/has offered the Stores and / or Services.

2. Whereas the Bidder/Seller is a private company/public company/partnership/registered export agency, constituted in accordance with the relevant law in the matter and the BUYER is a Public Sector Undertaking and registered under Companies Act 1956. Buyer and Bidder/Seller shall hereinafter be individually referred to as —Party or collectively as the —parties, as the context may require.

### **3. Preamble**

Buyer has called for tenders under laid down organizational procedures intending to enter into contract /s for supply / purchase / etc of \_\_\_\_\_ and the Bidder /Seller is one amongst several bidders /Proprietary Vendor /Customer Nominated Source/Licenser who has indicated a desire to bid/supply in such tendering process. The Buyer values and takes primary responsibility for values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness / transparency in its relations with its Bidder (s) and / or Seller(s).

In order to achieve these goals, the Buyer will appoint Independent External Monitor(s) (IEM) in consultation with Central Vigilance Commission, who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

### **4. Commitments of the Buyer**

4.1 The Buyer commits itself to take all measures necessary to prevent corruption and fraudulent practices and to observe the following principles:-

- (i) No employee of the Buyer, personally or through family members, will in connection with the tender, or the execution of a contract demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

- (ii) The Buyer will during the tender process treat all Bidder(s) /Seller(s) with equity and reason. The Buyer will in particular, before and during the tender process, provide to all Bidder (s) /Seller(s) the same information and will not provide to any Bidders(s) /Seller(s) confidential /additional information through which the Bidder(s) / Seller(s) could obtain an advantage in relation to the process or the contract execution.
- (iii) The Buyer will exclude from the process all known prejudiced persons.

4.2 If the Buyer obtains information on the conduct of any of its employees which is a criminal offence under the Indian Legislation Prevention of Corruption Act 1988 as amended from time to time or if there be a substantive suspicion in this regard, the Buyer will inform to its Chief Vigilance Officer and in addition can initiate disciplinary action.

## **5. Commitments of the Bidder(s) /Seller(s):**

5.1 The Bidder(s)/ Seller(s) commit itself to take necessary measures to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.

- (i) The Bidder(s) /Seller(s) will not directly or through any other persons or firm, offer promise or give to any of the Buyer's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he / she is not legally entitled to, in order to obtain in exchange any advantage during the tendering or qualification process or during the execution of the contract.
- (ii) The Bidder(s) /Seller(s) will not enter with other Bidders / Sellers into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
- (iii) The bidder(s) /Seller(s) will not commit any offence under the Indian legislation, Prevention of Corruption Act, 1988 as amended from time to time. Further, the Bidder(s) /Seller(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Buyer as part of the business relationship, regarding plans, technical proposals and business details, including information constrained or transmitted electronically.
- (iv) The Bidder(s) /Seller(s) shall ensure compliance of the provisions of this Integrity Pact by its sub-supplier(s) / sub-contractor(s), if any, Further, the Bidder /Seller shall be held responsible for any violation/breach of the provisions by its sub-supplier(s) /Sub-contractor(s).

5.2 The Bidder(s) /Seller(s) shall ensure compliance of the provisions of this Integrity Pact by its sub-supplier(s) / sub-contractor(s), if any, Further, the Bidder /Seller shall be held responsible for any violation /breach of the provisions by its sub-supplier(s) /sub-contractor(s).

5.3 The Bidder(s) /Seller(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

#### **6. Agents / Agency Commission**

The Bidder /Seller confirms and declares to the Buyer that the bidder/Seller is the original manufacturer/authorized distributor / stockiest of original manufacturer or Govt. Sponsored /Designated Export Agencies (applicable in case of countries where domestic laws do not permit direct export by OEMS of the stores and /or Services referred to in this tender / Offer / contract / Purchase Order and has not engaged any individual or firm, whether Indian or Foreign whatsoever, to intercede, facilitate or in any way to recommend to Buyer or any of its functionaries, whether officially or unofficially, to the award of the tender / contract / Purchase order to the Seller/Bidder; nor has any amount been paid, promised or intended to be paid to any such individual or firm in respect of any such intercession, facilitation or recommendation. The Seller / Bidder agrees that if it is established at any time to the satisfaction of the Buyer that the present declaration is in anyway incorrect or if at a later stage it is discovered by the Buyer that the Seller incorrect or if at a later stage it is discovered by the Buyer that the Seller/Bidder has engaged any such individual /firm, and paid or intended to pay any amount, gift, reward, fees, commission or consideration to such person, party, firm or institution, whether before or after the signing of this contract /Purchase order, the Seller /Bidder will be liable to refund that amount to the Buyer. The Seller will also be debarred from participating in any RFP / Tender for new projects / program with Buyer for a minimum period of five years. The Buyer will also have a right to consider cancellation of the Contract / Purchase order either wholly or in part, without any entitlement of compensation to the Seller /Bidder who shall in such event be liable to refund agents / agency commission payments to the buyer made by the Seller /Bidder along with interest at the rate of 2% per annum above LIBOR (London Inter Bank Offer Rate) (for foreign vendors) and Base Rate of SBI (State Bank of India) plus 2% (for Indian vendors). The Buyer will also have the right to recover any such amount from any contracts / Purchase order concluded earlier or later with Buyer.

#### **7. Previous Transgression**

7.1 The Bidder /Seller declares that no previous transgressions have occurred in the last three years from the date of signing of this Integrity Pact with any other company in any country conforming to the anti corruption approach or with any other Public Sector Enterprise in India that could justify Bidder's /Seller's exclusion from the tender process.

7.2 If the Bidder /Seller makes incorrect statement on this subject, Bidder /Seller can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason without any liability whatsoever on the Buyer.

#### **8. Company Code of Conduct**

Bidders /Sellers are also advised to have a company code of conduct (clearly rejecting the use of bribes and other unethical behavior) and a compliance program for the implementation of the code of conduct throughout the company.

#### **9. Sanctions for Violation**

If the Bidder(s) /Seller(s), before award or during execution has committed a transgression through a violation of Clause 5, above or in any other form such as to put his reliability or credibility in question, the Buyer is entitled to disqualify the Bidder(s) /Seller (s) from the tender process or take action as per the procedure mentioned herein below:

(i) To disqualify the Bidder /Seller with the tender process and exclusion from future contracts.

(ii) To debar the Bidder /Seller from entering into any bid from Buyer for a period of two years.

(iii) To immediately cancel the contract, if already signed /awarded without any liability on the Buyer to compensate the Bidder /Seller for damages, if any. Subject to Clause 5, any lawful payment due to the Bidder/Seller for supplies effected till date of termination would be made in normal course.

(iv) To encash EMD /Advance Bank Guarantees / Performance Bonds / Warranty Bonds, etc. which may have been furnished by the Bidder /Seller to the extent of the undelivered Stores and / or Services.

8.2 If the Buyer obtains Knowledge of conduct of Bidder /Seller or of an employee or representative or an associate of Bidder /Seller which constitutes corruption, or if the Buyer has substantive suspicion in this regard, the Buyer will inform to its Chief Vigilance Officer.

## **10. Compensation for Damages**

If the Buyer has disqualified the Bidder(s) /Seller(s) from the tender process prior to the award according to Clause 8, the Buyer is entitled to demand and recover the damages equivalent to Earnest Money Deposit in case of open tendering.

9.2 If the Buyer has terminated the contract according to Clause 8, or if the Buyer is entitled to terminate the contract according to Clause 8, the Buyer shall be entitled to encash the advance bank guarantee and performance bond / warranty bond, if furnished by the Bidder / Seller, in order to recover the payments, already made by the Buyer for undelivered Stores and / or Services.

## **11. Price Fall Clause**

The Bidder undertakes that it has not supplied /is not supplying same or similar product/systems or subsystems at a price lower than that offered in the present Bid in respect of any other Ministry /Department of the Government of India or PSU or Public Sector Bank and its subsidiaries during the currency of the contract and if it is found at any stage that same or similar product /Systems or Subsystems was supplied by the Bidder to any other Ministry /Department of the Government of India or a PSU or any Public Sector Bank at a lower price during the currency of the contract, then that very price will be applicable to the present case and the difference in the cost would be refunded by the Bidder to the Buyer, if the contract has already been concluded.

## **12. Independent External Monitor**

12.1 The Buyer has appointed independent External Monitors for this Integrity Pact in consultation with the Central Vigilance Commission (Names and Addresses of the Monitors are given in RFP).

12.2 As soon as the integrity Pact is signed, the Buyer shall provide a copy thereof, along with a brief background of the case to the independent External Monitors.

12.3 The Bidder(s) / Seller(s) if they deem it necessary, May furnish any information as relevant to their bid to the Independent External Monitors.

12.4 If any complaint with regard to violation of the IP is received by the buyer in a procurement case, the buyer shall refer the complaint to the Independent External Monitors for their comments / enquiry.

12.5 If the Independent External Monitors need to peruse the records of the buyer in connection with the complaint sent to them by the buyer, the buyer shall make arrangement for such perusal of records by the independent External Monitors.

12.6 The report of enquiry, if any, made by the Independent External Monitors shall be submitted to MD & CEO, UCO Bank, Head Office at 10, Biplabi Trailokya Maharaj Sarani, Kolkata-700001 within 2 weeks, for a final and appropriate decision in the matter keeping in view the provision of this Integrity Pact.

12.7 The word “**Monitor**” would include both singular and plural.

### **13. Law and Place of Jurisdiction**

This Integrity Pact is subject to Indian Laws, and exclusive Jurisdiction of Courts at Kolkata, India.

### **14. Other Legal Actions**

The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provision of the extant law in force relating to any civil or criminal proceedings.

### **15. Integrity Pact Duration.**

15.1 This Integrity Pact begins when both parties have legally signed it. It expires of order / finalization of contract.

15.2 If any claim is made/ lodged during this time, the same shall be binding and continue to be valid despite the lapse of this Integrity Pact as specified above, unless it is discharged / determined by MD & CEO, UCO Bank .

15.3 Should one or several provisions of this Integrity Pact turn out to be invalid, the reminder of this Integrity Pact remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

### **16. Other Provisions**

16.1 Changes and supplements need to be made in writing. Side agreements have not been made.

16.2 The Bidders (s)/ Sellers (s) signing this IP shall not initiate any Legal action or approach any court of law during the examination of any allegations/complaint by IEM and until the IEM delivers its report.

16.3 In view of nature of this Integrity Pact, this Integrity Pact shall not be terminated by any party and will subsist throughout its stated period.

16.4 Nothing contained in this Integrity Pact shall be deemed to assure the bidder / Seller of any success or otherwise in the tendering process.

16.5 This Integrity Pact is signed with UCO Bank exclusively and hence shall not be treated as precedence for signing of IP with MoD or any other Organization.

16.6 In the event of any contradiction between the Integrity Pact and its Annexure, the Clause in the Integrity Pact will prevail.

16.7 The Parties here by sign this Integrity Pact at \_\_\_\_\_ on \_\_\_\_\_  
(Seller/Bidder) and \_\_\_\_\_ on \_\_\_\_\_ (Buyer)

BUYER  
/SELLER\*  
Signature:  
General Manager/Dy G M,  
UCO Bank ,  
.....Division

BIDDER \*  
  
Signature:  
Authorized Signatory (\*)

Place:  
Date:

Place:  
Date:

Witness 1:  
  
(Name & Address)

Witness 2:  
  
(Name & Address)



## **Annexure-F**

### **Letter of Undertaking & Indemnity**

**(To be executed on non-judicial stamp paper of requisite value)**

To

UCO Bank

Central Security Department

Head Office

In consideration of UCO Bank, a body corporate, constituted under the Banking Companies (Acquisition & Transfer of Undertakings Act, 1970 as amended from time to time having its Head Office at 10, Biplabi Trailokya Maharaj Sarani, Kolkata-700 001 (hereinafter Referred to as "the Bank" which expression shall include its successors and assigns) at our request and on the strength of our statements and representation contained letter dated ..... agreeing to appoint us as vendor/ Contractor for supply of MICR cheque paper at 2 India Ex-change Place Building, at Kolkata, we, ....., a Company incorporated under the Companies Act, 1956 having its registered office at - ..... (full address) do hereby irrevocably and unconditionally agree and undertake that:

- 1) We shall, at all times hereinafter, save and keep harmless and indemnified the BANK, including its respective directors, officers, and employees and keep them indemnified from and against any claim, demand, losses, liabilities or expenses of any nature and kind whatsoever and by whomsoever made in respect of the said contract and any damage caused from and against all suits and other actions that may be instituted taken or preferred against the BANK by whomsoever and all losses, damages, costs, charges and expenses that the BANK may incur by reason of any claim made by any claimant for any reason whatsoever or by anybody claiming under them or otherwise for any losses, damages or claims arising out of all kinds of accidents, destruction, deliberate or otherwise, direct or indirect, from those arising out of violation of applicable laws, regulations, notifications guidelines and also from the environmental damages, if any, which may occur during the contract period.
- 2) We shall, during the contract period, ensure that all the permissions, authorizations, consents are obtained from the local and/or municipal and/or governmental authorities, as may be required under the applicable laws, regulations, guidelines, notifications, orders framed or issued by any appropriate authorities.
- 3) Our obligations herein are independent, irrevocable, absolute and unconditional in each case irrespective of the value, genuineness, validity, regularity or enforceability of the aforesaid Agreement or the insolvency, bankruptcy, reorganization, dissolution, liquidation or change in ownership of the BANK or Indemnifier or any other circumstance whatsoever which might otherwise constitute a discharge or defense of an indemnifier.

- 4) In case we fail to pay the losses, damages and expenses as claimed and demanded by the Bank, Bank shall be entitled to recover the amount by invoking security deposit.
- 5) This Letter of Undertaking & Indemnity shall survive the Agreement entered into between the Bank and us.

Dated, this.....day of .....20

.....

(Signature of the Authorized Signatory along with the seal of the Company)

.....

(Signature of the Authorized Signatory of Bank)