

**REQUEST FOR PROPOSAL FOR
EMPANELMENT OF VENDORS FOR SUPPLY, INSTALLATION &
MAINTENANCE OF
PHYSICAL SECURITY EQUIPMENTS ON PAN INDIA BASIS**

**UCO BANK, HEAD OFFICE
CENTRAL SECURITY DEPARTMENT
10, B.T.M. SARANI
KOLKATA-700001**

INDEX

Sl.No.	Particulars	Page No.
1	REQUEST FOR PROPOSAL	4-5
2	PRE-QUALIFICATION CRITERIA	6-7
3	GENERAL GUIDELINES OF THE TENDER	7-10
4	SCOPE OF WORK	10
5	APPLICATION PROFORMA	11
6	FORMAT OF COMPANY PROFILE	12-14
7	ANNEXURE A-1(LIST OF SECURITY EQUIPMENTS)	15
8	ANNEXURE A-2(SPECIFICATIONS OF CASH SAFE & GOLD SAFE)	16
9	ANNEXURE A-3(SPECIFICATIONS OF STRONG ROOM DOOR)	17
10	ANNEXURE A-4(SPECIFICATIONS OF SAFE DEPOSIT LOCKER CABINET)	18
11	ANNEXURE A-5(SPECIFICATIONS OF SAFE CUM SAFE DEPOSIT LOCKER CABINET)	18
12	ANNEXURE A-6(SPECIFICATIONS OF FRFC)	19
13	ANNEXURE A-7(SPECIFICATIONS OF FRRC)	20
14	CHECK LIST OF DOCUMENTS	21
15	FORMAT OF BANK GUARANTEE	22-23



**UCO BANK
HEAD OFFICE
CENTRAL SECURITY DEPARTMENT
10, B.T.M.SARANI
KOLKATA-700001**

REQUEST FOR PROPOSAL (RFP)

FOR

**Empanelment of vendors for Supply, Installation, and Maintenance of Physical Security Equipments
on Pan India Basis**

[The information provided by the vendors in response to this Request for Proposal (RFP) will become the property of the Bank and will not be returned. The Bank reserves the right to amend, rescind or reissue this RFP. The Bank also reserves its right to accept or reject any or all the responses to this RFP without assigning any reason whatsoever without any cost or compensation therefor. The Bank will evaluate the proposals by following such methods, criteria and rationale which, in its opinion, are in the best interest of Bank. Any decision of UCO Bank in this regard shall be final, conclusive and binding on the bidders.

.....

DISCLAIMER

While the document has been prepared in good faith, no representation or warranty, expressed 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 RFP is not an offer by UCO Bank, but an invitation for vendor's response. 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 Vendor.



UCO BANK
CENTRAL SECURITY DEPARTMENT
HEAD OFFICE
10, B.T.M.SARANI, KOLKATA-700001

REQUEST FOR PROPOSAL

DATE: 04.07.2016

Empanelment of vendors for Supply, Installation, and Maintenance of following Physical Security Equipments in branches of UCO Bank on Pan India basis:-

1.Cash Safe 2.Strong Room Door 3. Safe Deposit Locker Cabinets 4. Fire Resistance Filing Cabinet(FRFC)

5. Fire Resistance Record Cabinet(FRRC) 6. Gold Safe.

UCO Bank, Central Security Department, Head Office, 10, B.T.M.Sarani, Kolkata-700001 invites Request for Proposal (RFP) offers from reputed O.E.M (Original Equipment Manufacturer) for empanelment of vendor for Supply, Installation, and Maintenance of Physical Security Equipments i.e. Cash Safe, Strong Room Door, Safe Deposit Locker Cabinets, FRFC, FRRC & Gold Safe. The RFP details are furnished as under:

RFP Details:

Advertisement in News Papers and Bank's website on	05/07/2016
Pre Application Meeting	18. 07.2016 , 1500 p.m. at Central Security Department, Head Office, 2 nd Floor, 10 B.T.M.Sarani, Kolkata-700001 during which issues relating to the RFP will be discussed and clarifications if any will be furnished. Vendors are requested to attend the pre-application meeting, at their cost.
Last Date & Time for Submission of Application	30/07/2016 at 1200hrs
Date and Time of Opening Technical	30/07/2016 at 1500hrs
Submission of Application	The vendor shall submit the application documents in a sealed cover, superscribed as " <u>Application for Empanelment of vendors for Supply, Installation, and Maintenance of Physical Security Equipments</u> " and addressed to The Dy.General Manager (GAD) UCO Bank Head Office, General Administration Department, (Central Security Department), Head Office, 10, B.T.M.Sarani, Kolkata-700001
Stress test/performance demonstration/ demonstration of performance of the equipments: (tentative) on	(date to be furnished later) Stress test/performance demonstration/ demonstration of performance of the equipments will be conducted in presence of Bank's official in the allotted test centre i.e Vendors Factory

Address of Communication	Central Security Department, Head Office, 10, B.T.M.Sarani, Kolkata-700001
Contact Number	Ph.No:(033) 44557831 Fax :033-22355260 Email: hosecurity.calcutta@ucobank.co.in

Note:

1. In case the specified date of submission and opening of Application is declared a holiday in West Bengal, the RFPs will be received till the specified time on next working day and will be opened at 4.00 P.M. on the same day.
2. Those vendors who cannot make it convenient to attend the Pre-application meeting are advised to refer to Bank's website (www.ucobank.com) for details and consider/ incorporate the said requirement while submitting their applications.
- 3.All the information relating to corrigendum, results of pre-application meeting, date for Stress test/ performance demonstration/demonstration of performance of the machines , selected vendors will be given in Bank's website only, which may please be noted. No separate news paper notification will be issued in this regard.
4. In case the date of pre-application meeting, last date of issuance and/ or the date of receipt and opening of application are declared as holiday, the respective date shall be treated as deferred/re-scheduled to the next working day correspondingly.
- 5.Telegraphic, Fax and E-mail application will not be accepted.
6. Any application submitted without the vendor's information / details as per the format prescribed in this RFP document, will not be entertained.
7. Empanelment will be done on the basis of satisfactory report of Performance Demonstration/Stress Test
11. Bank reserves the right to accept / reject any or all offers without assigning any reason.

(Chief Security Officer)



**UCO BANK
HEAD OFFICE
10 BTM SARANI,KOLKATA-700001**

NOTICE

EMPANELMENT OF VENDORS FOR SUPPLY, INSTALLATION & MAINTENANCE OF BANK PHYSICAL SECURITY EQUIPMENTS

UCO Bank, Head Office, 10 BTMSarani,Kolkata-700001, invites applications for empanelment of manufacturers of Security Equipments for its branches and offices throughout India. List of Security Equipments are enclosed as per Annexure: A-I.

PRE-QUALIFICATION CRITERIA:

The vendor must be the **Original Equipment Manufacturer(OEM)** & should fulfill the following eligibility criteria. They are required to submit copies of documents to substantiate their qualifying criteria.

- 1) The vendor should have valid ISO 9001 and ISO 14001 certifications.
- 2) The vendor should have been registered under the Companies Act at least 10 years earlier from the date of the Empanelment/RFP notice(Registration Certificate has to be enclosed)
- 3) The vendor should have valid Registration of Excise Duty, PAN, Sales Tax, VAT, Service Tax.
- 4) The vendor should have cumulative annual sales turnover of at least Rs. 100 Crore in India through Security Equipment only last three financial years, i.e. FY 2015-16, 2014-15 and 2013-14 with not less than 30 crore in each year. Audited Balance sheets & Profit & Loss Statements of last three years to be submitted duly certified by a Chartered Accountant.
- 5) The vendor should be a profitable organization and should have shown profit in India in each of the last three financial years. (A valid CA's certificate indicating quantum of profit in each of the last 3 financial years, i.e. FY 2015-16, 2014-15 and 2013-14 to be enclosed)
- 6) The vendor should have been in the business of Supply & Installation of security items at Nationalized/Public Sector Bank's Currency Chest and Vault Room related Security equipment for minimum last 10 years. Proof of the same in the form of Valid Purchase Order Copies and Invoice/Bill copies for such Bank Branches / Currency Chest Vault Room Security Equipment like Safe Deposit Locker cabinets, Strong Room Door/High Security Door with Air Ventilator, FRFC and Cash Safes in the last ten years to be furnished or valid BIS certificates may be produced. Only vendors, who are in the business of supply of each and every product in bank procurement list, will be considered suitable for empanelment for the specific products having a valid BIS certification.
- 7) The orders obtained from Banks in last 10 years should be in the name of the vendor comprising of the aforementioned Bank Branch / Currency Chest Vault Room Security Equipment must comply to the following criteria:
"THREE Purchase orders during last three financial years i.e. FY 2015-16, 2014-15 and 2013-14 from any public sector Bank, of Total value Rs 50 Lacs in each year for products including Safes, Strong Room Door, Safe Deposit Locker Cabinets, Fire Resisting Filing Cabinet, Fire Resisting Record Cabinet, Currency Bin Cabinets".
- 8) The vendor/OEM should have manufactured at least 750 Torch and Tool Resistant (TRTL) Safes, at least 300 TRTL Strong Room Doors, 1000 Safe Deposit Locker cabinets, 400 Fire Resisting Filing Cabinets / Fire Resisting Record Cabinets in each of the last three financial years, FY 2015-16, 2014-15 and 2013-14. (Certificate from BIS and/or Chartered Accountant Certificate to be furnished.)

- 9) The vendor must possess Valid BIS License to manufacture and supply the aforementioned security equipment – TRTL Safes, Strong Room Doors, Safe Deposit Locker Cabinets, (Copy of initial BIS licenses granted to the vendor /OEM must be enclosed)
- 10) The vendor must be the Original Equipment Manufacturer of the Locks used in the aforementioned security equipment. (The OEM must give a written undertaking and must also give an NOC to the bank for plant visit)
- 11) The vendor /company should have at least one office/ authorized dealer in every State in India except in Himachal Pradesh (serviced from Chandigarh) & the North Eastern States. However, at least one office/ authorized dealer in Assam or in any of the other North Eastern States shall be considered sufficient for the entire NE region. (Attach list of offices/authorized dealers, state wise, with address along with landline numbers and email address. Absence of any of these details or wrong details shall make the tender ineligible)
- 12) The vendor should have valid empanelled and /or Rate Contract with at least 2 Public Sector Banks as of date of empanelment notice.
- 13) The vendor must furnish a valid latest Bank Solvency Certificate of Value at least Rs. 50 Crores.
- 14) The vendor must not have been blacklisted / barred/Or should not be under stop procurement for any product, from supplying by any PSU Bank/ Private Bank /NBFC/Co-operative Bank /PSU Enterprises/Government Department in last 5 years and nor shall its name be figured in IBA caution list. A written undertaking has to be given by the bidder in this regard.
- 15) The vendor to furnish details of successful burglary attempts which has been made on any TRTL Safe and Strong Room Doors manufactured by them for the last 05 years with reason for the breach, as per following format:-

Sl No	Model & Class	Name of Bank with Branch Name	Date, Month & Year of Burglary	Reason for breach of security	Has any stop procurement notice been served by the Bank(Present Status)

GENERAL GUIDELINES OF THE APPLICATION:

- 1 Performa of the letter and list of enclosure to be submitted by the applicants on the company / Firm's letter head.
2. Specifications of Security equipments are give in annexure A-2 to A-8.

3. REJECTION OF BID:

The bid is liable to be rejected if:

- It is not in conformity with the instruction mentioned in this RFP document.
- It is not properly/duly signed by authorised signatory of the Company/Firm.
- It is received after expiry of the due date and /or time.
- It is incomplete including non furnishing the required documents.
- If there is canvassing of any kind.

- It is submitted anywhere other than the tender box or to the addressee.
- If the application is conditional .

4. Fax and E-mail tenders/offers will not be accepted. Bank reserves the right to reject the offer(s) in full or in part without assigning any reasons whatsoever.

5. Technical Evaluation:- Technical evaluation phase would be completed first at UCO Bank, Head Office. Application documents to be submitted containing the Technical information, Company profile, relevant licenses & Certificates (strictly no commercial items be enclosed) inside a sealed cover super-scribed **“Application for Empanelment of vendors for Supply, Installation, and Maintenance of Physical Security Equipments”**

6. The short listing of the applications received and selection of the applicants for empanelment of Security Equipment manufacturers will be done by carrying out evaluation under various parameters / criteria fixed by the committee constituted for the purpose. Bank's decision in the matter will be final.

7. Validity period of the Contract:- The RFP is called for empanelment of vendors for supply, installation & maintenance of Physical Security Equipment to the Bank, which will be valid for a period of 03 years from the date of issue of Letter of Empanelment by the Bank.

8. Only eligible vendors who are shortlisted by the Bank will be called for Stress Test.

9. Signed copy of this RFP documents shall form part of the contract documents.

10. In case of application submitted by Limited Company: To be signed by a duly authorized person holding the power of attorney for signing the application in which case a certified copy of Memorandum and Articles of Association and the current business of all the Directors of the firm shall also accompany the application.

11 . Only the vendors who meet all the qualifications mentioned in the section named “Pre - Qualification / Eligibility Criteria” of the RFP are eligible to participate in the empanelment process. The vendors has to submit relevant documents / papers in support of their declarations/ confirmations.

12. To assist in the scrutiny, evaluation and comparison of offers, UCO Bank may ask some or all vendors for clarifications on the offer made by them. The request for such clarifications and the vendors response will necessarily be in writing. Bank may, at its discretion, waive any minor non-conformity or any minor irregularity in the offer. This waiver shall be binding on all the vendors and Bank reserves the right for such waivers.

13. Vendors must use only the prescribed format given in the RFP documents of the the Bank , downloaded from the Bank's website. However, if they desire to submit additional information, they may do so on their own letter head. Each page of the forms, including the additional sheets if any, shall be signed and stamped.

14. It is mandatory to provide the complete technical details in the exact format given in this RFP. vendors are also requested to submit the complete technical specifications in the prescribed format (given in this RFP) in MS Word in a floppy / CD. In case of any discrepancy between hard and soft copies, contents of hard copy shall be taken to be correct.

15. The vendors shall carefully check the specifications and shall satisfy himself that the security items offered are suitable as per the enclosed Technical Specifications and shall take full responsibility for the efficient operation and the specified output of the same.

16. *The offer may not be evaluated by UCO Bank* in case of non-adherence to the format or partial submission of technical details as per the format given in the offer.

17. UCO Bank shall not allow/permit changes in the technical specifications once it is submitted.

18. The relevant product information, brand and model number offered, printed product brochure, technical specification sheets etc. should be submitted along with the offer. Failure to submit this information along with the offer could result in disqualification.

19. The offers containing erasures or alterations will not be considered. There should be no hand-written material, corrections or alterations in the offer. Technical details must be completely filled up. Correct technical information of the product being offered must be filled in. Filling up of the information using terms such as "OK", "accepted", "noted", "as given in brochure/manual" is not acceptable. UCO Bank may treat such offers as not adhering to the tender guidelines and as unacceptable.

20. Performance Bank Guarantee: Bank Guarantee from a Nationalized Bank other than UCO Bank, in favour of UCO Bank for Rs.20 lacs valid for a period of THREE year plus claim period of 3 months(valid for the period of contract/empanelment) as performance guarantee to be submitted by successful vendor(s) against the "**Test of Guarantee**" of equipments to be supplied and for "**Performance**" to include post supply maintenance, as mentioned in para '21' below.

The Bank Guarantee will be deposited with UCO Bank, Head Office, Central Security Department, Kolkata on or before the date of issue of Letter of Empanelment from the Bank. The format of Bank Guarantee is enclosed as Annexure-A-8.

21. Test for Guarantee and Performance:-

i) The company should give its written consent for the Bank to test one out of every 50 Cash Safes, Gold Safes and Strong Room door supplied to the Bank by the company and to replace the equipment to be tested with a new Safe/strong room door of the same class prior to the test free of cost of whatsoever nature.

The company should also give its written consent to bear the cost of transporting the Safe/strong room door to be tested from the Branch to the testing venue and bear the cost of testing charges to the testing agency.

The burglary resistance test shall be carried out by any of the Test Houses accredited to or approved by the Bureau of Indian Standards chosen at the discretion of the Bank.

ii). In case any of the newly-supplied safe or strong room door is cut or broken successfully by burglars, testing will be carried out immediately even without waiting for achieving target of 50. If the Safe/strong room door fails the test, contract with the successful vendor will be cancelled immediately and the complete supply order will be returned to the vendor with 100% reimbursement to the Bank.

iii). Similarly for FRFC and FRRC to be tested, transportation cost from the Branch to the testing venue and bear the cost of testing charges to the testing agency. The fire resistance test shall be carried out by any of the Test Houses accredited to or approved by the Bureau of Indian Standards chosen at the discretion of the Bank.

iv)**Performance** of the vendor to include post supply installation and maintenance of all the equipments including servicing of strong room doors, attending to request of Bank pertaining to

problems faced due to malfunctioning of locks, repair/replacement of levers/locks & other important parts, breaking open of locker cabinets, supply of duplicate keys etc.

22. Stress Testing/ Demonstration:-All the equipments proposed to be procured by the Bank will be subjected to Stress Testing to ascertain that it confirm to BIS standard with respect Torch and Tool Resistance(TRTL) and other stipulations as laid down by BIS. The said testing will be conducted at the manufacturing plant of respective vendors in presence of a designated committee of the Bank. All the physical security equipments for which this RFP is floated will be displayed, demonstrated and tested for compliance to the Technical Specification as specified by the Bank. The OEM must give a written undertaking and also give a NOC to the bank for said plant visit and arrange to demonstrate all the products as required by the committee of the Bank.

23. Buy Back of old equipments:- The vendor(s) should agree to buyback the old security equipments held by the bank on "as is where is basis", as and when desired by the Bank at a rate mutually agreed to between both the parties.

24. Scope of Work

Through this RFP, UCO Bank Head Office will shortlist and empanel suitable vendor(S) for supply, installation & maintenance of physical security products to its branches on Pan India basis. Upon empanelment, list of the selected agencies will be communicated to the Bank's Zonal Offices, who will subsequently conduct tender process among the empanelled vendors for obtaining Financial Bid by following Bank's extant guideline on the basis of requirement and directly place the order to selected agency after entering into an agreement with the vendor.

25. Termination of Contract: The Bank reserves its right to cancel the empanelment at any time in the event of one or more of the following conditions treating it as default / non performance of the contract **by giving 30 days written notice.**

- i. Fails to accept the purchase order within the specified time .
- ii. Delay in execution of work beyond the specified period.
- iii. Partial execution of job.
- iv. Serious discrepancies noted in the items delivered.
- v. Breaches in the terms and conditions of the Order
- vi. Avoid tender process conducted by Z.Os

Termination at Bank's Discretion: The Bank reserves its rights to terminate the contract at its own discretion by giving 30 days notice in writing to the vendor without assigning any reasons for such termination and without any cost or compensation therefor.

(Chief Security Officer)

- Encls:-
- 1.Proforma of application
 - 2. Annexure-A-I
 - 3. Annexure- A-2 to A -7
 - 4. Format of Bank Guarantee-Annexure-A-8

Proforma for Application for Empanelment of Manufacturers of Security Equipments
(To be typed on applicant's printed letter head)

**Dy. General Manager,
UCO Bank,Head Office-Central Security Deptt,
2nd Floor,10 BTM Sarani,
Kolkata-700001**

Dear Sir,

Re; Application for empanelment of Security Equipment Manufacturers.

We refer to your advertisement on the captioned subject in the newspaper dated XX.XX.2016 and also the details published on the website of the Bank, which we have carefully perused and understood the criteria mentioned therein. Accordingly, we now submit the application form duly completed in all respects together with certified copies of the following documents for empanelment of vendor for supply of Security Equipment. We confirm that all information given therein is true to the best of our knowledge. If any of the information given is found to be incorrect, either fully or partially, you may reject the application and delist our firm from your panel at any stage.

Yours faithfully,

(Name of the firm)

(Signature & Seal)

Encl : Documents:-

1. Copy of license of establishment as Security equipment manufacturer/Manufacturing License.
2. Registration Certificate as per Company's Act.
3. List of currently manufactured security equipment products.
4. ISO and other BIS & fire rating certification.
5. Address of head office, Branch offices and addresses of dealer PAN India with telephone numbers.
6. Empanelment with other banks or organization and security equipments supplied to them, year wise for past 5 years.
7. Chartered Accountants Security Equipment turnover certification.
8. Copies of orders (Security Equipments only) in hand / in progress.
9. Copies of Balance Sheet (audited) for 3 financial years.
10. Copies of PAN, sales Tax, Service Tax, VAT registration numbers.



UCO BANK

HEAD OFFICE

10 BTM SARANI,KOLKATA-700001

Proforma for Company Profile: Empanelment of Manufacturers of Security Equipments
(List of items at Annexure A-1)

(To be typed on applicant's printed letter head)

1. Name of the Organization

2. Address

3. Year of Establishment

4. Status of the firm

(Whether Company/ Firm/ Proprietary)

5. Name of Directors/Partners/ Proprietor

i.

ii.

iii.

iv.

6. Whether registered with the Registrar of Companies/ Registrar of Firms. If so, mention number and date.(enclose copy of registration duly attested)

7. a) Name and address of Bankers

i)

iii)

ii)

iv)

b) Enclose Solvency Certificate from the Bankers.

8. Whether registered for sales tax purpose. If so, mention numbers and date. Furnish also copies of sales tax clearance certificate.

9. Whether an assessee of Income Tax. If so, mention permanent account number. Furnish copies of Income Tax clearance certificate

10. Furbish copies of audited balance sheet and Profit & Loss account (Audited) for the last three years.

11. If you are registered in the panel of other organizations/ statutory bodies, such as CPWD, PWD, MES, Bank, etc., furnish their names, category and date of registration.

- | | |
|------|-----|
| i) | ii) |
| iii) | iv) |
| v) | vi) |

12. What are your fields of activity? Mention the fields on preference basis.

- | | |
|------|-----|
| i) | ii) |
| iii) | iv) |
| v) | vi) |

13. Whether willing to work Anywhere in India or mention the places where you are willing to work.

14. i) Detailed description and value of works done for others in the past i.e. Security Equipments supplied.

ii) Detailed description and value of works done for the Bank i.e. Security Equipments supplied.

15. Specify the maximum value of work executed in a year i.e. Value of Security Equipments Supplied. Give the details for the last 3 years.

16. Furnish the names of three responsible persons who will be in a position to certify about the quality as well as past performance of your organization.

i)

ii)

iii)

Note: Where copies are required to be furnished these are to be certified copies preferably by the concerned agencies or a Government Officer.

17. Average annual financial turnover during the last 3 years ending 31st March 2016.

18. (A) Key personnel permanently employed.

Sr.No.	Name	Designation	Qualification	Experience	Year with the firm	Any other
--------	------	-------------	---------------	------------	--------------------	-----------

(B) Work force permanently employed:

Supervisors :

Technicians :

Helpers :

Other categories. :

(C) Workshop Facilities:

Location	Land Area	Type of Structure	Type of Facilities
----------	-----------	-------------------	--------------------

a)

b)

c)

(D) Testing and Repairing Facilities ; Give details

(E) Research and Development facility: If any in Technology upgradation including energy conservation – give details

Item	At Factory	At other Service centres

19. Please furnish any other relevant information like winning awards for system/ design/ R&D, etc., if any.

Place:

Signature of the authorized representative
with his name & designation

Date:

Stamp of the Company/ Firm.

ANNEXURE A-1

LIST OF SECURITY EQUIPMENTS (FIRE AND BURGLARY RESISTANT)

1. Fire and Burglary resistant (TRTL) safes of various sizes and types.
2. Strong Room and Vault doors including grilled gates.
3. Safe Deposit Locker Cabinets.(SDLC)
4. Safe cum Safe Deposit Lockers
5. Fire Resistant Record Cabinets (FRRRC).
6. Fire Resistant Filing Cabinets (FRFC).

Note:- The products - Safes, Gold safe, Strong Room Doors, Safe deposit Locker cabinets, FRFC,FRRRC etc shall be painted inside and outside with an Anti-corrosive primer followed by two undercoats of paints and finally painted with quick drying paint. (Attach certificate/declaration)

SPECIFICATIONS FOR CASH SAFES : including for Gold Safe

Class of Safe	Specification in Brief while calling for competitive bids	
A	TRTL-30 X 6	Safes having torch & tool Resistance capacity on all six sides for 30 mins.
AA	TRTL – 60 x 6	Safe having torch and tool resisting capacity on all six sides for 60 min each
BB	TRTL – 15 X 6	Safes having torch & tool Resistance capacity on all six sides for 15 min. each

Note:

i. Specifications, dimensions etc of the Product shall be confirmed to IS:550 (PART 1,2 & 3) - 2005 or its latest revision as applicable.

ii. Product should be BIS certified ; The BIS plate should contain all the mandatory details alongwith manufacturers name/Brand Name, Class & Rating of Safe, Year of manufacturing of Safe, The ISI mark of BIS (along with the Standards No., i.e., IS 550 (Part 1,2 & 3),The CML Number allotted by the BIS to the Manufacturer etc.

iii. The terminology like as per ISI / BIS will not be acceptable.

iv. **In house lock manufacturing is mandatory.** For safe of class A & above, provision shall be made for retrofitting time lock.

v. Size and Tolerance (in millimeters):- Size: **1340 mm**; Inside Height X Width X Depth: **1340X570X440** with tolerance of +/- 30 mm

vi. Volume : **336 Litres** with tolerance of -7.5% and no upper limit

vii. Minimum weight of the safe shall be **300Kgs.**

Gold Safe: 1. "A class"rated safe as per above specifications with additional 3 trays for keeping gold ornaments, with provision of retrofitting for additional trays if required.

2. "A class"rated safe as per above specifications with additional rods with hooks (06 rods X 07 rows X 08 hooks per rod= 336) for keeping gold ornaments, with provision of retrofitting for additional rods if required. All the rods and hooks will be metallic and not of plastic/fibre made.

SPECIFICATION FOR STRONG ROOM DOORS

Suggested Class Of Strong Room Doors	Specification in Brief while calling Competitive Bids	Remarks
Class AAA	TRTL – 180 FR– 180	Burglar resistance capacity – 180 min Fire resistance capacity – 180 min
Class AA	TRTL – 120 FR– 120	Burglar resistance capacity – 120 min Fire resistance capacity – 120 min
Class A	TRTL – 60 FR– 60	Burglar resistance capacity – 60 min Fire resistance capacity – 60 min
Class B	TRTL – 30 FR– 30	Burglar resistance capacity – 30 min Fire resistance capacity – 30 min

Note:

- I. Specifications, dimensions etc of the Product shall be confirmed to IS:11188 (PART 1,2 & 3)-1991 or its latest revision as applicable.
- II. Product of **Class A** and **Class B** to be **BIS certified**; The BIS plate should contain all the mandatory details alongwith manufacturers name/Brand Name, Class & rating of Strong room Door, serial number of door, Year of manufacturing of Strong Room door, The 'ISI' mark of BIS (along with the Standards No., i.e., IS 11188), The CML Number allotted by the BIS to the Manufacturer etc.
- III. Any product not having ISI marked label shall not be taken and in house lock manufacturing is mandatory.
- IV. The terminology like “as per ISI / BIS” will not be acceptable.
- V. Provision of additional security alarm features/ time lock/biometric lock could also be considered while inviting bids, depending upon Bank's requirements accordingly.
- VI. For Class AA and AAA: A declaration from the manufacturer is mandatory stating that it is complying to BIS standards.

SPECIFICATION FOR SAFE DEPOSIT LOCKER CABINETS

- i. Specifications, dimensions, etc of the product shall be confirming to IS – 5244, 1991 & its revision as applicable.
- ii. Product should be BIS certified ; The BIS plate should contain all the mandatory details along with manufacturers name/Brand Name, Class & Rating of locker cabinet, Year of manufacturing, The ISI mark of BIS (along with the Standards No., i.e., IS 5244),The CML Number allotted by the BIS to the Manufacturer etc.
- iii. The terminology like as per ISI / BIS will not be acceptable.
- iii. The provision for placing personal lock on inner face and pad lock on outer face by the customer on individual locker will be incorporated as additional facility while calling for bids .
- iv. Type of lockers : Type 1 (66 numbers size A, 06 numbers size 2A and 03 numbers size 4A) and Type 1A(90 number of size A lockers of 115X149X470 mm)
- v. Size and Tolerance (in millimeters):- Size: **2000 mm**; Inside Height X Width X Depth: **2000X1100X575** with tolerance of +/- 25 mm
- v. In house lock manufacturing is mandatory.

SPECIFICATION FOR SAFE CUM SAFE DEPOSIT LOCKER

- I. Specifications, dimensions, etc of the product shall be confirming to ISI 14512:1998 & its revision as applicable
- II. A metal plate showing classification of safe, manufacturer's name, year of manufacture should be fixed on the inner face of safe-cum-safe deposit locker's door.
- III. **In house lock manufacturing is mandatory.**
- iv. The size and Tolerance : Inside Dimension of Height X Width X Depth: 1860X750X585 with tolerance of +/- 40 mm.
- v. Locker units: 56 numbers of size A lockers (HxWxD:115X149X470 mm)

SPECIFICATION FOR FIRE RESISTING (INSULATING) FILING CABINET (FRFC)

	Suggested Type	Specification in Brief while calling for competitive bids
FRFC	Fire Resisting (insulating) Filing Cabinet Four drawer - FR 120 IS 14561	i) The fire resisting filing cabinets shall be of four drawer. ii) The fire resisting filing cabinets shall have fire resistance rating of 120 min.

Note:

I. Specifications, dimensions etc of the product should be confirming to IS 14561:1998. An undertaking to that effect will be necessary from the supplier.

II. A valid CBRI Certificate is mandatory. The FRFC should be marked with the Standard (ISI) Mark. A metal plate showing classification & FR Rating of cabinet, its serial number and the year of manufacture together with the manufacturer's name and the CML number allotted by the BIS, should be fixed on the inner top flange of the top drawer front.

III. The standard four-drawer FRFC should have its dimensions not less than those stipulated below **(In millimeters)** with tolerance of +/- 50mm.

Description	Over-all Dimensions including pedestal	Internal Dimensions of drawers
Height	1600	250
Width	550	400
Depth	825	650

SPECIFICATION FOR FIRE RESISTING RECORD PROTECTION CABINET (FRRC)

FRRC	Suggested Type	Specification in Brief while calling for competitive bids
	Type FR 120 – Cabinet having a fire resisting capacity of 120min, FR 120X1600: IS 14203	The cabinets should Be designated by type, Nominal size and IS code i.e. FR 120 & IS 14203

Note:

- I. Specifications, dimensions etc of the product should be confirming to ISI 14203: 1999. An undertaking to that effect will be necessary from the supplier.
- II. A valid CBRI Certificate is mandatory, A metal plate showing classification of FRRC, manufacturer's name, year of manufacture should be fixed on the inner face of FRRC door.
- III. Dimensions as for FRFC(in mm) :-Nominal Size: 1600mm.
(Nominal Inside Dimension: Height X Width X Depth: 1600(+/- 35 mm)X650(+/- 25mm)X600(+/- 25mm)

CHECK LIST OF DOCUMENTS TO BE SUBMITTED

Sl.No.	Particulars	Compliance (Yes/No)
1.	REGISTRATION CERTIFICATE AS PER COMPANY'S ACT	
2.	Copy of Manufacturing License: as manufacturer of security equipments	
3.	ISO Certificate, BIS and Fire Rating Certificates	
4.	Detail list of Branch Offices, Head Office, Dealers : on PAN India with Telephone Number	
5.	Empanelment List with Banks/other organizations: Supply orders for past 05 years	
6.	Chartered Accountants Certificate towards Equipment Turn Over	
7.	Copies of Balance Sheet(Audited) for last three financial years	
8.	Copies of PAN, Sales Tax, VAT, registration number etc.	
9.	List of incidents of successful breach of own security equipment during last 05 years	
10.	Solvency Certificate	
11.	Signed Copy of all the Tender Documents	
12.	Application on Printed Letter Head along with Company Profile as per enclosed Format	

FORMAT OF BANK GUARANTEE

To:
 The

(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 "UCO BANK") having agreed to exempt M/s..... (Name of the vendor Company) a Company incorporated under the Companies Act, 1956 having its registered office at (Address of the vendor company) (hereinafter called "the said VENDOR") from the demand, under the terms and conditions of UCO Letter of Empanelment bearing no.dated..... issued to the Vendor in pursuance of Request For Proposal no.....dated....., as modified, (hereinafter called "the said Agreement"), of security deposit for the due fulfillment of performance & Test of Guarantee by the said VENDOR of the Terms and conditions contained in the said Agreement, 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 "the Bank") at the request of [VENDOR] do hereby undertake to pay to UCO BANK an amount not exceeding Rs..... against any loss or damage caused to or suffered or would be caused to or suffered by UCO BANK 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 UCO BANK 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 UCO BANK 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 Guarantee 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 Agreement have been fully paid and its claims satisfied or discharged or till UCO BANK 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 UCO BANK that UCO BANK 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 UCO BANK 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]

Yours' faithfully,

For and on behalf of

(Bank's Authorised Official with Bank's Seal)