



**Empanelment of Vendors for Supply and Maintenance of
Security / Fire equipments/ Glow Sign Board & Stationary.**

EXPRESSION OF INTEREST (EOI)

UCO Bank, Zonal Office, Bhagalpur, invites Expression of Interest from reputed vendors / manufacturers /authorized suppliers who have minimum 05 (five) years experience in supply, installation, testing, commissioning and maintenance of Security / Fire Equipments Glow Sign Board/ printing materials / stationary & other items/ accessories to Bank's branches/offices located in Bhagalpur Zone (List of Branches under Bhagalpur Zone is enclosed).

EOI is invited for:-

- (a) Refilling / new all type of portable fire extinguishers as per latest approved IS
- (b) Refilling / new ABC & clean agent type ceiling mounted modular.
- (c) Items of liveries for Armed Guards with Banks monogram
- (d) All type of signage /board/ Flex & Banners
- (e) Office Stationary
- (f) Disposal of scrap goods /old stationary
- (g) Advertising Agency
- (h) Maintenance / Repairing of Electrical Equipments and Data cabling
- (i) AC Mechanic
- (j) Pest control
- (k) Housekeeping agency
- (l) Postage & courier
- (m) Electric Audit

Interested vendors may submit the EOI along with details as per vendor profile enclosed, clearly indicating the category / Regions they are willing to supply security/fire equipments/Glow Sign Board/ printing materials / stationary & other items/ accessories etc. Vendor profile & required documents should be submitted to the below mentioned address latest by **21.06.2019**

Zonal Manager,
UCO Bank, Zonal Office,
S K Tarafdar Road, Adampur chowk, Bhagalpur-812001.

Document may be collected from Zonal Office, GAD Department or may be downloaded from UCO Bank website www.ucobank.com by 20.06.2019.

Short listing of vendors will be done after scrutinizing/analysis of the documents and EOI.

Only qualified vendors will be intimated by the Bank for submitting the financial bid etc.

The Bank reserves the right to accept or reject any or all EOI without assigning any reason thereof.

-Sd/
Zonal Manager
UCO Bank,
Zonal Office, Bhagalpur.



Vendor's PROFILE
(Details to be submitted in the format given below)

I. Category: Fire Equipments/ Glow Sign Board/ Scrap /Printing & stationary /Other items/ accessories

II. Whether All India Suppliers/ Regional Supplier: security/fire equipments & other accessories
(In case of Regional Supplier specify Ser. No. Of Regions)

1. Name of the Organization and Address:

2. Year of Establishment:

3. Status of the firm:
(Whether Pvt. Ltd. company / Pubic Ltd. company/ Partnership Firm)

4. Name of the Chairman/Managing Director/CEO/Country Head (as the case may be):

5. Whether registered with the Registrar of Companies/Registrar of Firms in India. If so, mention number and date and enclose Registration Certificate copy.

6. a) Name and address of Bankers with full details :

i)

ii)

- b) Turnover of the Company/Firm (Please attach a copy of audited Profit & Loss Account for the above five years) : (Amt In Lacs)

i)	2018-19	
ii)	2017-18	
iii)	2016-17	
iv)	2015-16	
v)	2014-15	

7. Whether registered for GST. If so, mention number and date. Also furnish signed copies of



GST certificate.

8. Whether accessed for Income Tax. If so, mention Permanent Account Number. Furnish copies of Income tax clearance certificate.
9. Is the Company/Firm a manufacturer of the above mentioned items required by the Bank? If yes,
 - a) Give the Name of the equipment and place where manufacturing unit is located.
 - b) Mention the address and phone number of the company's Head Office/ Offices at various locations where Bank's Regional Offices are located (where vendor is desirous of empanelment):
 - c) Give the date of opening of company's Offices at various locations where Bank's Regional Offices are located (where vendor is desirous of empanelment):
 - d) Give details of the after-sales service facility in terms of technical manpower and spares provided by your company at various locations where Bank's Regional Offices are located (where vendor is desirous of empanelment):
10. What are your main fields of activities? Mention the fields giving the annual turnover for each field?
 - i)
 - ii)
 - iii)
 - iv)
11. Since when and how long your Company/firm has been working in required field with the Bank?
12. If you have been prequalified by other organization/statutory bodies, such as Banks,



companies, etc. for installing Security Equipment// Fire/ Other equipment/ accessories, furnish their names, category and date of registration.

13. Furnish the names of renowned organizations, where you have provided Security Equipment/ Fire/ Other equipment/ accessories in the last three years,

Name of Organization with Address and key person with contact number	Year of Installation	Value of orders

(Please attach copies of their orders or other proof documents)

A separate sheet may be attached if the above space is inadequate.

14. Details of Technical Staff at various locations where Bank's Regional Offices are located:



Sr. No.	Name	Qualification	Post Held	Experience

1. I / We have read and understood the EOI and I / We understand that if any false information is detected at a later date, any contract made between ourselves and UCO Bank on the basis of the information given by me / us can be treated as invalid by the Bank and I / We will be solely responsible for the consequences.
2. I / We agree that the decision of UCO Bank in selection of vendors/contractors will be final and binding to me / us.
3. All the information furnished by me/us above here is correct to the best of my/our knowledge and belief.
4. I / We agree that I / We have no objection if enquiries are made about the work listed by me / us here in above and/or in the accompanying sheets.
5. An undertaking that firm is capable of undertaking installation and maintenance work in rural areas where majority of bank's branches are located should also be enclosed.

Place.

Date.

SIGNATURE:

Name & Designation & seal of the Company

GENERAL TERMS AND CONDITIONS



- 1) Vendor should have local representative Office in Bihar preferably at BHAGALPUR and BANKA for installation / services. The vendor has to give complete address. Telephone number along with technical personnel available with them for this work.
- 2) Vendor has to submit a certificate from the manufacturers along with technical specifications that they are the authorized agents for the sale and service of their product and manufacturer undertakes to support the after sales service of the product.
- 3) Vendor will have to essentially mention the name of the company whose product is to be supplied and the country of origin of the product along with technical specifications. They will also to have certificate in respect of country of origin.
- 4) **All products will stand for onsite all comprehensive warranty against all manufacturing defects for 24 months from the date of installation. During the warranty period the vendor shall have to provide quarterly preventive service calls and shall have to attend to all breakdown calls within 24 hours and 48 hours for remote area Branches.**
- 5) AMC charges will be payable after expiry of warranty period as per terms & conditions mentioned herein.
- 6) **Vendor will have to submit a certificate from the manufacturer that the spare parts for the supplied product will be available for after sales service.**
- 7) The vendor may be asked to give Bank guarantee of Rs-10% of the cost of work (performance guarantee). However this amount may vary depending upon the total cost of the work.
- 8) The vendor will have to submit documentary evidences confirming Registration with GST, and ESI & EPF.