

Notice inviting Tender

For

**Supply, installation, testing, commissioning & maintenance
of Heavy Duty Note Sorting Machine (4+1/2 pocket)**

Last date for submission of Bid: 18 Aug 2015 (1500 hrs)



Zonal Office, Kolkata

15/1A, Gariahat Road, Kolkata – 700019

Ph No - 44558343/47, Fax No - 44558374/99

Email: zo.calcutta@ucobank.co.in

NIT Reference No: ZOKOL/SEC/2015-16/ 617 dated 20 July 2015

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1. Scope of work: UCO Bank Zonal Office, Kolkata intends to procure 02 Nos Heavy Duty Note Sorting Machines (4+1/2 pocket) for their upcoming Cash Processing Centre (CPC) at Kolkata. Bank therefore invites sealed bids from the reputed manufacturers/ dealers/ distributors. The procurement of Note Sorting Machine envisages supply, installation, testing, commissioning & maintenance of the machine for a period of seven years.

2. Summary of events:

i)	Name of the work	Supply, installation, testing, commissioning & maintenance of Heavy Duty Note Sorting Machine (4+1/2 pocket)
ii)	Nos of machine require	02
iii)	Buy back offer	The prospective bidders require quoting buyback rate of existing Note Sorting machine (3+1 pocket)
iv)	Date of floating of tender	20 July 2015
v)	Last date for seeking clarification	07 August 2015
vi)	Date of pre-bid meetings	There would be no pre-bid meeting
vii)	Last date of publishing of corrigendum	12 August 2015
viii)	Last date for submission of bid	18 August 2015 till 15:00 pm
ix)	Date & time of opening of technical bid	18 August 2015 till 15:30 pm
x)	Cost of tender documents	Rs 1200/-
xi)	Earnest money deposit	Rs 30,000/-
xii)	Tender validity	90 days
xiii)	Delivery period	30 days
xiv)	Period of warranty	Minimum 01 year
xv)	Period of AMC	07 years minus warranty period
xvi)	Terms of payment	90 % on supply, installation & commissioning Reaming 10% on receipt of performance guarantee AMC payment: Half yearly post payment
xvii)	Performance guarantee	5% of the cost of the machine
xviii)	Liquidated damage	0.5% per week of delay
xix)	Address for communication	UCO Bank, Zonal Office, Kolkata 15/1A, Gariahat Road, Kolkata – 700019 Ph No - 44558343/47, Fax No - 44558374/99 Email: zo.calcutta@ucobank.co.in

3. Technical specification: Minimum desired technical specification of Heavy Duty Note Sorting Machine (4+1/2 pocket) is enclosed herewith as **Annexure – VI**. The Bank is open to accept any product with superior feature than that is specified, without any extra cost. The prospective bidder offering any feature that does not conform to the specification envisaged herewith &/or of higher specification requires providing specific deviation against each on technical compliance sheet. The original product brochure & technical specification sheets of manufacturer should be enclosed with the bid for comparison.

4. Buy back offer: The prospective bidders require quoting buyback rate of existing Note Sorting machine (3+1 pocket). The Bank has 03 Nos Note Sorting Machine (3+1) of De La Ru make (Kalebra), 2006 model, which are not in operating condition. The Bank at its discretion intends to trade all the 03 machines (3+1 pocket) & buy only 02 Heavy Duty Note Sorting Machines (4+1/2 pockets). Buyback rate so offered will be deducted from the total cost of the machine to arrive upon net rate for relative ranking among Bidders. Depending upon the offer/ response of prospective Bidder, the Bank however reserves its right to trade or not to trade any or all the existing machines.

5. Eligibility criteria: Interested bidder who are dealing with supply, installation & maintenance of Heavy Duty Note Sorting Machine (NSM) with facility to detect suspected fake currency notes & meeting following eligibility criteria may respond: -

i) The Bidder should have registered under Companies Act & should have valid registrations with income tax, sales tax & other registration with appropriate authority.

ii) The Bidder must have a minimum of Rs 05 Crores average annual turnover during preceding 03 financial years. This must be the individual Company's turnover & not that of any group of Companies.

iii) The Bidder should have at least 03 years of experience in supplying Heavy Duty (4+1/2 pocket) Note Sorting Machines to scheduled commercial or Public Sector Banks in India as on 30.06.2015.

iv) The Bidder should have supplied & installed at least 10 Heavy Duty Note Sorting Machine (4+1/2 pocket) to any scheduled commercial or Public Sector Banks during any one of the last 03 years (2012-13, 2013-14 & 2014-15) or a total of 50 machine during last 05 years or 100 machine during last 10 years. The details of the Heavy Duty Note Sorting Machine (4+1/2 pocket) supplied by the Bidder be enclosed as per **Annexure - IV**.

v) The bidder should either be an Original Equipment Manufacturer (OEM) of Heavy Duty Note Sorting Machine or an authorized dealer who has direct purchase & support agreement with the OEM to deal/ market their product in India. In case of a dealer, a letter of authorization must be furnished from the OEM for dealing with their product & such authorization should be valid for a further period of minimum 06 years from the date of NIT. Authorization letter from the OEM as per **Annexure – V** should be enclosed with the technical bid.

vi) The Bidder should have well established “**After Sale Service Center at Kolkata**” equipped with requisite spare parts & adequate trained manpower for providing flawless day to day maintenance services.

vii) Satisfactory service certificate needed to be obtained from 03 most recent clients, where Heavy Duty Note Sorting Machine has been supplied by the Bidder & attached with the technical bid.

viii) The bidder should have not been black listed or barred by any of the Government departments, PSU's, Public Sector Banks or Financial Institutions during last five years.

ix) If any agent/ distributor/ re-seller/ channel partner is making the offer, then these eligibility criteria is applicable to their & not that of their principal.

6. Issue of tender documents: The tender document can be downloaded from the tender section of Bank's website (www.ucobank.com) wef **22 July 2015 till 18 Aug 2015**.

7. Cost of tender documents: Rs 1200/- payable by the way of pay order/ demand draft drawn in favor of UCO Bank Kolkata should be submitted along with technical bid. Cost of tender document is nonrefundable.

8. Pre-bid clarification: There would be no pre-bid meeting with the intending Bidders. However, Bidders finding discrepancies or omissions in the specifications or having any doubts concerning the meaning or intent of any part of tender documents; should immediately notify the Bank in writing/ email on or before **07 August 2015**. Response to all queries will be given through e-mail on or before **12 August 2015**.

9. Amendment to tender documents: The Bank at its own or on request of the prospective Bidder may modify any of the terms & conditions & technical specifications at its sole discretion. The

amendment/ corrigendum, if any, will be notified on Bank's website on or before **12 August 2015** & shall be binding on the Bidder.

10. Submission of Bid: The offer will have to be submitted in **two part** i.e. technical bid, containing technical information & Commercial bid, containing commercial information as under: -

i) **Technical bid:** Should be submitted in separate sealed covers duly super-scribed as "**Technical bid for Note Sorting Machine**". The technical bid must be made in an organized & structured manner, duly indexed, with each page serially numbered & appropriately binded, keeping index sheet at the top as per **Annexure - I**. It should be completed in all respects & contain all the information **except price information**.

ii) **Commercial bid:** It should be submitted in separate sealed covers duly super-scribed as "**Commercial bid for Note Sorting Machine**". It should contain only price information as per **Annexure – VII** & nothing else.

iii) Both the bids shall be enclosed in another sealed envelope super-scribed as "**Tender for note Sorting Machine**" & the address of the Bidder should be mentioned in the left bottom side of each of the envelope with phone number & valid Email ID. Sealed tender will be received at the address as set out in the opening page of this notice **till 1500 hrs on 18 August 2015**. Telegraphic, Fax or E-mail submission of bid will not be accepted.

11. Modification & withdrawal of offers: The Bid can be modified or withdrawn, provided that written notice of the modification or withdrawal is received prior to opening of the bid. No offer can be modified subsequent to the opening of the bid. If however, any Bidder withdraws from the bidding process after opening of the bid, the EMD shall be forfeited.

12. Opening of technical bid: The Bid shall be opened at **1530 hrs on 18 August 2015**. The representative of the Bidder may attend the bid opening process if they wish to. Not more than 01 representative of a Bidder will be allowed. Representative of the Bidder attending the Bid opening process will be required to mark their presence on the register meant for it. Attendance of bidder in bid opening process is however not mandatory.

13. Language of the tender: All response to NIT must be in English. Supporting documents & printed literature furnished by the Bidder may be in another language, provided they are accompanied by an accurate translation into English. For the purposes of interpretation of the tender, the English language will prevail. Insertions, post scripts additions & alterations on bid documents shall not be valid unless confirmed by the Bidder's signature & stamp.

14. Authorized signatory: The selected bidder shall indicate the authorized signatories who would correspond with the Bank in regard to the obligations under the contract. The selected bidder shall submit at the time of signing the agreement a certified copy of the resolution of their board, authorizing an official(s) to discuss, sign agreements, raise invoice, accept payments & also to correspond.

15. Validity period of tender: The response to NIT shall be valid for a period of 90 days from the date of opening of the bids. The period of validity can be extended for such period as may be mutually agreed by the Bank & the Bidder in writing.

16. Other instruction to Bidders:

i) The Bidder shall carefully check the specifications & shall satisfy them that the machine & equipment offered is suitable as per the technical specifications & shall take full responsibility for its efficient operation.

ii) The Bidders are advised to examine all the instructions & furnish the required information

unambiguously along with all the supporting documents & technical data to enable the Bank to make a detailed comparison & evaluation.

iii) All the pages of this NIT should be signed by the authorized representative of the Bidder with seal to confirm their acceptance of the terms & condition.

iv) The Bidders are further advised to fill up **Annexure - I to VII** with appropriate fact & figures without any exaggeration.

17. Post bid clarifications: No post bid clarification at the initiative of the bidders shall be entertained. To assist in the scrutiny, evaluation & comparison of offers, the Bank may however, ask some or all the Bidders clarification on the offer made by them at any time after the Tender has been opened. The request for clarification & the response of Bidder shall be in writing & no change in the prices or substance of the tender shall be sought, offered, or permitted. Any such clarification will not alter the Tender in any manner & will not be constituted as a negotiation or renegotiation of the Tender.

18. Evaluation process:

i) **Stage - I (Preliminary scrutiny):** Bids received will preliminarily be scrutinized to determine whether they are complete, whether the documents have been properly signed & sealed, whether it is submitted as per prescribed formats with relevant annexure & enclosure, whether the drafts/ pay orders for cost of tender documents & EMD has been enclosed.

ii) **Stage - II (General evaluation):** Bids will be examined against Bidder's eligibility criteria & technical information that have been furnished to determine whether it is generally in order with specific reference to followings: -

- a) Acceptance of terms & conditions;
- b) Service & support structure of the Bidder;
- c) Sound financial condition of the Bidder as judged by the Bank;
- d) Bidder's standing i.e. experience in supply & service support of similar solutions;
- e) Bidder is meeting all the eligibility criteria as specified in the tender documents;
- f) The machine offered is meeting the minimum required specification;

Rejection Criteria

- a) Conditional offer;
- b) Bidder quotes price in technical bid;
- c) Bidder does not fulfill any of the eligibility criteria;
- d) Non-adherence to the format or partial submission of tender;
- e) Information/ document furnished with the bid found to be false & fabricated;
- f) The products offered are not meeting the minimum required specification;
- g) If each page of tender is not signed & stamped by a duly authorized person;
- h) Bid not accompanied with relevant annexure enclosure or accompanied with incomplete enclosure;
- i) Technical bid not accompanied by demand draft/ pay order of **Rs 30,000/- (EMD)**;
- j) Technical bid not accompanied by demand draft/ pay order for **Rs 1200/-** (cost of tender documents);

If considered necessary, the Bank may waive any minor informality, non-conformity, or irregularity of a tender which does not constitute a material deviation & such waiver does not prejudice or affect the relative ranking of any Bidder.

iii) Stage - III (Technical evaluation/ demonstration)

- a) After in house evaluation of technical bid, the short listed Bidders, who meet the requisite criteria, will be asked to arrange for technical demonstration within a week of issuing the notice.

b) Short listed Bidders at their desecration may organize the demonstration on a new machine of same make & model at their or Bank's location at Kolkata or on an installed machine of same make & model at any other Bank/ Institution in Kolkata.

c) The machine/ equipments demonstrated should be strictly in conformity with the technical specifications, make & model as quoted in the 'Technical Bid' & shall carry necessary quality certifications.

d) The demonstration will have to be organized with all necessary peripherals/ components forming a complete system so as to demonstrate each of the feature desired (by the Bank) & offered (by the bidder).

e) All the relevant literatures & documents of the system & peripherals quoted & demonstrated should be presented during the demonstration for evaluation.

f) Technically qualified experts so as to explain the functioning of the system & satisfying the queries of the representatives of Bank &/or its consultant should be present at the time of demonstration.

g) The cost of demonstration including transportation & any related expenses will have to be borne by the Bidders & no reimbursement will be made to any of the Bidders.

h) Among others technical demonstration will cover followings tests: -

aa) Authenticity check with reference to the features of genuine notes.

bb) Speed test to check the speed of the machine.

cc) Repeatability test to check the consistency of the machine's performance.

dd) Test for detecting counterfeit/ damaged/ old series notes.

ee) Stress test to check the suitability of the machine to work continuously for long hours.

ff) Fitness sorting with reference to the fitness parameters laid down by RBI.

i) The details of the test to be undertaken are furnished in **Annexure – IX**

j) No chance will be given to re-demonstrate.

iv) Stage - IV (Commercial evaluation): Financial Bids of Bidders, who qualify in the technical evaluation stage & demonstration, would be opened in presence of the representative of the Bidder who wishes to attend it. The date of opening of financial bid will be informed to the short listed Bidders who qualify in preliminary & technical evaluation through e-mail/ phone call. Evaluation of financial bid would be done by taking into consideration the cumulative cost of the machine, its peripherals if any, their installation charges, comprehensive maintenance (warranty +AMC) for 07 years & any other incidental cost. After opening of financial bid of the short-listed Bidders, if any difference is found in the total price & unit price then the unit price will prevail.

19. Secrecy of the procedure: After opening of the bids; information concerning the evaluation process & its status may not be disclosed to Bidders or any other person not officially involved in the process of evaluation till award of the contract. Any attempt by the Bidders to approach any member of the Evaluation Committee or officials of the Bank to influence the bid evaluation process, bid comparison or award of the contract directly or indirectly shall result in rejection of the Bid.

20. Cancellation of tendering process: The Bank shall be under no obligation to accept the lowest or any other offer received in response to this notice & shall be entitled to reject any or all offers. Bank reserves the right to cancel the entire tendering process partly or fully at its sole discretion at any stage of tendering process. The Bank will not be obliged to meet & discuss with any Bidder &/or to entertain any representative in this regard. In case of cancellation, EMD deposited by the Bidder will be refunded to the Bidder. The Bidder including those, whose bid is not accepted shall not be entitled to claim any

cost, charges, damages & expenses of any kind incurred by them through or in connection with their submission of bid.

21. Earnest money deposit (EMD): The Bidder(s) must submit earnest money deposit in the form of demand draft/ pay order for an amount of **Rs 30,000/-** (Rupees eighty thousand only) drawn in favor of UCO Bank payable at Kolkata. The EMD of unsuccessful bidders will be returned to them on placement of order to the successful bidder. The EMD of successful bidder will be returned on submission of Performance Guarantee. No interest will be payable on the Earnest Money Deposit. The EMD may however be forfeited under the following circumstances:

- i) If the Bidder withdraws its bid during the period of bid validity.
- ii) If the Bidder makes any statement or encloses any documents that turns out to be false, incorrect &/or misleading at any time prior to signing of contract &/ or conceals or suppresses material information.
- iii) If the Bidder, in the judgment of Bank has engaged in corrupt or fraudulent practices in any stage of tendering.
- iv) In case of successful bidder fails to sign the contract & furnish Performance Guarantee in the form & manner to the satisfaction of the Bank.

22. Performance guarantee: Selected bidder will require providing a Performance Guarantee for a value, equivalent to 05% of the total cost of the machine. The Performance Guarantee should be issued by a scheduled commercial Bank operating in India **except UCO Bank** in a format **(Annexure – X)** acceptable to the Bank & valid for a period of 87 months (entire period of contract). Bank shall invoke the performance guarantee in case the selected Bidder fails to discharge their contractual obligations during the pendency of the contract or Bank incurs any loss due to Bidder's failure in carrying out their obligation as per the agreed terms of contract.

23. Guarantee: The components/ parts/ accessories/ software used in the machine shall have to be original, new & no refurbished/ duplicate/ second hand components/ parts/ accessories/ software shall be accepted by the Bank. The successful Bidder should also guarantee that all the software/ components supplied by them is licensed & legally obtained.

24. Warranty: The offer must include a minimum 01 year comprehensive onsite warranty from the date of installation & acceptance of the system. The selected Bidder shall be fully responsible for the manufacturer's warranty in respect of proper design, quality & workmanship of the installed equipments & accessories. During the warranty period, the selected Bidder shall maintain the systems & repair/ replace all the defective or failed components, at no cost to the Bank.

25. Upgradation: The machine should be adaptable to any new series of currency notes that may be introduced by the Reserve Bank of India from time to time with revised security features. The Bidder shall have to upgrade the software of the machine from time to time, at no extra cost, to facilitate proper sorting of currency notes & detection of forged/ counterfeit notes including any new currency notes that may be issued or any new security features that may be introduced by the Reserve Bank of India. The machine should be able to detect the pre 2005 notes as soiled notes as per recent guidelines issued by RBI.

26. Comprehensive annual maintenance contract (AMC): The selected Bidder awarded with the contract will undertake comprehensive AMC for 06 years after the completion of the period of warranty. Timely rectification of the defects/ deficiency is the essence of any maintenance contract. The standard of corrective maintenance expected to be such that no part of the machine remains out of operation for more than 48 hours. Hence, only the Bidders, having requisite capacity, capabilities & infrastructures to

maintain flawless after sale service are requested to participate in the bidding. Maintenance standard expected during the period of warranty & AMC are: -

- i)** The selected Bidder shall without any extra cost to the Bank, undertake all routine & special maintenance of the system & attend to defects & deficiencies that may arise in its day to day operation.
- ii)** Any defects/ damage to the equipments during the pendency of warranty & AMC, has to be made good by the Bidder at their cost & responsibility, except in the case where the damage is due to force majeure condition, where the cost to the extent of damage will be borne by the Bank.
- iii)** All spare parts & labor shall be covered for on-site support. If, for any reason, any equipment needs to be taken to Bidder's service center for repair, stand-by equipment shall be provided for service continuity.
- iv)** If the Bidder on account of any defect; repair or replaces certain item or components by changing the design or material, such change shall not reduce the performance of the machine. Issue of operational certificate, inspection certificate or approval by the Bank shall in no way relieve the Bidder from the provision of this clause.
- v)** Preventive Maintenance including but not exhaustive to inspection, testing of satisfactory execution of all diagnostics, cleaning, setting, adjustment, oiling, greasing & removal of dust/ dirt from the interior & exterior of the equipment & necessary repairing if any required should be carried out once in a quarter.
- vi)** Any breakdown call for support shall have to be attended within 24 hours (Response time) & the machine should be put back to the operation within 48 hours of reporting the defects (Resolution time).
- vii)** If the machine cannot be made serviceable either by repair or by replacement of defective parts & put it back to regular operation within 48 hours; a similar stand-by machine shall be provided at the cost & responsibility of the Bidder for service continuity failing which a penalty at the rate of Rs 1000/- per day for the first 10 days & Rs 3000/- per day beyond 10 days will be levied & deducted from the payment due to the Bidder or by revoking the Performance Guarantee. Non availability of spare parts/ components will not be accepted as a reason for waiving of penalty.
- viii)** A maintenance & repair logbook outlining therein the record of preventive maintenance, each instance of equipment malfunction, date & time of commencement, successful completion of repair work & nature of repair work performed has to be maintained.
- ix)** During the pendency of warranty period, if any component fails two or more occasions due to any reason except force majeure event, the Bidder shall arrange replacement of the same by new equipment of same or higher configuration, at no cost to the Bank.
- x)** The testing of the machine as set out in **Annexure – IX** will have to be repeated every after completion of 06 month to ascertain the quality & consistency of the sorting in the presence of the official of the Bank & the reports will be recorded under joint signature of representative of the Bidder & the Bank. The deficiency/ deviation if any observed during the test procedure shall have to be made good within 48 hours by necessary addition, alteration & upgradation to make the machine compliant to the specifications.
- xi)** The Bidder will not outsource the maintenance work to any third party & will arrange attending all complaints through its own service/ support infrastructure or through their principles (OEM).

27. Schedule of delivery & Commissioning: The supply, installation, testing & commissioning of the machine shall have to be completed within 30 days of placement of supply order & trial run within another 15 days. The delivery will be deemed to be incomplete if any component of the machine is not delivered or is delivered but not operational or not acceptable to the Bank. The Bank will not arrange for any road permit/ sales tax clearance for delivery of machine & the Bidder is required to make all the arrangement for delivery of the machine.

28. Acceptance Test: On completion of installation, acceptance test will be conducted by the Bank &/or its nominated consultants, in the presence of the representative of the Bidder in terms of make, model & quality configuration of the machine & its peripherals. The selected Bidder will demonstrate each of the features specified in the specifications at the time of acceptance test. As a part of acceptance test, the Bidder will have to conduct the entire test as envisaged in **Annexure - IX** up to the satisfaction of the Bank. After completion of initial test, the trial run of the machine has to be continued for a period of 15 days before final acceptance. Should the results of these tests show any deficiency/ deviation, the Bidder shall do the necessary modification, replacement, addition, alteration & upgradation to make the machine compliant to the specifications at their cost & responsibility?

29. Responsibility for completeness: Any supply & services which might not have been specifically mentioned in this tender notice but are necessary for the design, engineering, manufacture, supply & operationalizing, the machine shall be provided/ made available by the successful Bidder for smooth & efficient operation & maintenance of the machine under Indian condition. The Bidder shall be responsible for any discrepancies, errors & omissions in the drawings or other information submitted by him irrespective whether these have been approved, reviewed or otherwise accepted by the Bank or not. The Bidder shall take all corrective measures arising out of such discrepancies, error & omissions without any extra cost to the Bank.

30. Training: As part of the commissioning of the machine, the selected bidder shall provide necessary training to the staff of the Bank for proper operation, trouble shooting & routine maintenance of the machine for a period not less than 03 working days before handing it over to Bank.

31. Software, Drivers & Manuals: The Bidder shall supply along with each Heavy Duty Note Sorting machine, all the related documents & necessary media of the software loaded in the machine without any additional cost. The media & documents shall be in English. These will include but not restricted to user manual, operation manual, installation drawings, other software, drivers etc.

32. Agreement: From the date of receipt of offer, within 15 days, selected Bidder will have to enter into an agreement with the Bank as per format enclosed herewith as **Annexure - XI**. Tender documents together with offer letter will form part of the agreement. Until a final agreement is executed, the accepted copy of offer letter, together with tender documents shall constitute a binding contract between Bidder & the Bank.

33. Liquidated damages: Notwithstanding Bank's right to cancel the order, liquidated damages for late installation of the system @ 0.5% of the cost of the system per week will be charged subject to a maximum of 10% of the value of the order. For this matter, meager delivery & installation will not debar the Bidder from enforcing the clause of liquidated damage. Till such time the system is made operational & acceptable to the Bank after trial run; it would be considered as uninstalled & attract liquidated damage.

34. Payment terms: 90% payment shall be released after satisfactory installation, commissioning & trial run of the machine after deduction of liquidated damage if any. Remaining 10% payment shall be released on receipt of Performance Guarantee & its verification from the issuing authority. Payment of AMC shall be released half yearly upon completion of each half year term after deduction of penalty if any & TDS. There would be no advance payment.

35. Corrupt &/or fraudulent practices: Bank requires that the Bidders observe the highest standard of ethics during the procurement process & execution of contracts. In pursuance of this policy, Bank defines, for the purposes of this provision, the terms set forth below as follows: -

- (i) **“Corrupt practice”** means the offering, giving, receiving or soliciting of anything of value to influence the action of Bank official in the procurement process or in contract execution; and
- (ii) **“Fraudulent practice”** means a misrepresentation of facts in order to influence the procurement process or the execution of the work to the detriment of the Bank & includes collusive practice among Bidders (prior to or after tender submission) designed to establish tender prices at artificial non-competitive levels & to deprive the Bank of the benefits of free & open competition;

The Bank will reject a proposal for award if it determines that the Bidder has engaged in corrupt or fraudulent practices in competing for the contract in question. The Bank will also declare the Bidder ineligible, either indefinitely or for a stated period of time, to be awarded any contract if it at any time determines that the Bidder has engaged in corrupt or fraudulent practices in competing for, or in executing, a contract.

36. Notification for award of works: Prior to the expiration of the period of validity of tenders, the Bank will notify the selected Bidder, in writing, that his tender has been shortlisted for award of the work, **pending any appeal being lodged**. Unsuccessful bidders shall also be notified with the outcome of the evaluation process, & will be provided with following information: -

- i) The name of the selected Bidder;
- ii) The recommended price of the selected Bidder;
- iii) The reasons of disqualification, if applicable;
- iv) The deadline for filing a notice of objection (appeal) ie 01 week;
- v) The deposit required for lodging an appeal ie Rs 5000/-.

If no appeal is lodged within a period of one week or the appeal so lodged found to be frivolous & motivated, the works shall be awarded to the successful bidder.

37. Complaints/ appeal by the Bidder: The Bidder if any, feel that proper tendering procedure was not followed by the bank or that their tender has been rejected on unjustifiable/ flimsy grounds; the aggrieved Bidder may prefer their appeal/ complaints in writing within a period of 01 week from the date of notification for award of the contract along with complaint fees of **Rs 5,000/-** payable in the form of pay order or Bank draft drawn in favor of UCO Bank, Kolkata. The complaint will be examined by an appropriate administrative authority in the Bank. If, the complaint/ appeal found to be genuine & prudent, the Bank will revise the tender evaluation process &/or go for retendering to correct the irregularity if any & refund the complaint fees to the complainant. If however the complaints are found to be frivolous & motivated, the complaint fees will be forfeited & the complainant will be informed accordingly.

38. Termination of contract: The Bank reserves the right to terminate the maintenance contract at any time without assigning any reason. The Bidder will not be entitled to claim any compensation against any such termination. However, while terminating the contract, if any payment is due to the Bidder for maintenance services already performed in terms of the contract, the same would be paid to it as per the terms of contract.

If however the termination is caused due to any default or non-performance or unsatisfactory performance or of breach of the terms & conditions of the contract by the selected Bidder & its failure to remedy such breach within a period of two weeks from the date of receipt of default notice from the Bank; the entire amount of performance guarantee of the Bidder will be forfeited by realizing the Bank guarantee.

39. Indemnity: The selected Bidder shall, during the term of the contract, indemnify & hold the Bank harmless from all claim, loss, damage, cost & expenses relating to any infringement claim by a third party if the same is based on any material supplied to the Bank by/ or on behalf of the Bidder.

The Bidder shall further defend, indemnify & hold the Bank harmless from & against any third party suit, proceedings, judgments, costs & expenses to the extent, such action or claim is based on allegation that the services or deliverables as provided by the Bidder & the use thereof by the Bank as stated in the tender constitutes an infringement &/ or misappropriation of the copyright, patent, trademark or trade secret rights of any third party.

40. Insurance: The Bidder shall at its cost & responsibility purchase & maintain during the contract period such insurances as are necessary, including but not limited to the followings: -

- i) Bidder's all risk insurance;
- ii) Workmen's compensation insurance;
- iii) Comprehensive third party liability insurance including injury or death to personnel who may enter the Branch & Office premises of the Bank;
- iv) Any other insurance that may be necessary to protect the Bidder, its employees & its assets (against loss, damage or destruction at replacement value) including all force majeure events that are insurable & not otherwise covered above.

41. Force majeure: Should either party be prevented from performing any of its responsibilities by reason caused by an Act of God or any cause beyond its reasonable control including but not limited to work stoppages due to: -

- i) Natural phenomenon, including but not limited to floods, cyclone, earthquakes;
- ii) Acts of any Government, including but not limited to war declared or undeclared, embargos of any laws, orders, proclamations, ordinances;
- iii) Riots, terrorist strikes, public unrest in work area;

The time for execution/ commission shall be extended until the operation or such cause is ceased, provided the party affected gives prompt notice to other of any such factors or inability to perform & the work is resumed as soon as such factors disappear or are circumvented. The Bidder or the Bank shall not be liable for delay in performing their obligations resulting from any Force Majeure cause as referred to &/ or defined above.

42. Jurisdiction: The contract arising out of this tendering process shall be interpreted in accordance with the laws of India. The jurisdiction of the courts shall be Kolkata.

43. Arbitration: All disputes and differences whatsoever arising between the parties out of/ or relating to the construction, meaning & operation or effect of this tender documents & consequent contract or the breach thereof shall be mutually settled. However, in case no such mutual settlement is arrived at, the matter shall be settled by arbitration in accordance with the provision of arbitration of the Indian Arbitration & Conciliation Act, 1996 & any statutory modification or re-enactment thereof & the Rules made there under & for the time being in force. The venue of arbitration shall be Kolkata. In case of dispute with the selected Bidder who happens to be a Public Sector Undertaking, the same shall be resolved as per Department of Public Enterprises (DPE) guidelines.

44. Verification: UCO Bank reserves the right to verify any or all statements made by any or all the Bidders in their bid documents & to inspect the Bidder's facilities, if necessary, to establish to its satisfaction, the Bidder's credibility & capacity to undertake the job.

.....**xxx**.....

Index Sheet cum Check List

SN	Name of the document/ annexure	Submitted/ Not submitted	Page No
01	Index sheet (Annexure – I)		
02	Covering letter for submission of Bid (Annexure – II)		
03	General information of the Bidder (Annexure – III)		
04	Details of machines supplied by the Bidder (Annexure – IV)		
05	OEM's authorization (Annexure – V)		
06	Technical specification (Annexure – VI)		
07	Satisfactory service certificate		
08	Brochures/ technical data sheets of the machine.		
09	Copies of quality certification if any.		
10	Copy of certification of incorporation under Companies Act		
11	Copy of VAT/ CST registration certificate.		
12	Copy of registration with Central Board of Excise for service tax		
13	Copy of PAN card issued by Income tax department.		
14	Copy of latest sales tax/ VAT clearance/ return filed. (2014-15)		
15	Copy of latest income tax clearance/ return filed. (2014-15)		
16	Copy of latest service tax return filed. (2014-15)		
17	Copy of latest balance sheet. (2014-15)		
18	Copy of latest profit loss statement. (2014-15)		
19	Tender documents duly signed & stamped on each page		
20	DD/ pay order for Rs 500/- (Cost of tender documents)		
21	DD/ pay order for Rs 30,000/- (EMD)		
22	Commercial bid, Annexure – VII (Sealed in a separate envelope)		

Date :

Place :

Signature of the authorized representative of the
Bidder with name, designation & official stamp

UCO Bank, Zonal Office Kolkata
15/1 A Gariahat Road, Kolkata - 700 019

Submission of Bid for supply, installation, testing, commissioning & maintenance of Heavy Duty Note Sorting Machine (4+1/2 pocket)

Dear Sir,

With reference to your NIT No: ZOKOL/SEC/2015-16/617 dated 20 July 2015, we wish to take part in the tendering process & enclosing herewith our bid in sealed envelope in accordance with the instructions of NIT.

- i) We have carefully examined the entire documents of notice inviting tender (NIT) & understood the terms & conditions stated therein. We submit herewith our bid with required list of enclosures duly filled, signed & stamped by our authorized signatory on the standard format.
- ii) We hereby confirm that all information, particulars, copies of certificates & testimonials attached herewith our bid, are correct & genuine. We also undertake to produce the originals of all the papers/ documents attached herewith if asked for & cooperate with the Bank in verifying its genuineness & authenticity.
- iii) We understand that if any information submitted by us is detected to be false at a later date & any future contract made between ourselves & the Bank on the basis of the information given by us can be treated as invalid by the Bank & we shall be solely responsible for the consequences.
- iv) We confirm that all the pages of the NIT document have been signed & stamped by an authorized representative of ours. We have not been black listed or barred by any of the Government Departments/ PSU's/ Public Sector Banks or Financial Institutions in last five years.
- v) We agree that our offer will remain valid for acceptance till 90 days from the date of opening of the bid & this period of validity can be extended for such period as may be mutually agreed between the Bank & us in writing. We understand that if we withdraw from the tendering process during its validity period, you shall have the right to forfeit our earnest money without any reference to us.
- vi) Should this bid is accepted, we shall furnish the performance guarantee of a sum equivalent to 05% of total cost of the machine & also undertake to execute an agreement in line with the terms & conditions of NIT and take on the assigned works up to the satisfaction of the Bank. We also understand that in default thereof in execution of agreement & taking over the assigned work; you shall have the right to forfeit our earnest money without any reference to us.
- vii) We understand that this Bid document together with your notification of award of contract & all other correspondence pertaining to it shall constitute a binding contract between us. We also agree that until a formal agreement on requisite value stamp paper is prepared and signed, these tender documents together with your written acceptance thereof shall constitute a binding contract between us.
- viii) We understand that you are not bound to accept the lowest or any bid you received & you reserve the right to accept or reject any or all the offers either in full or in part without assigning any reason thereof.
- ix) We undertake that we shall observe the highest standard of ethics during the procurement process & execution of contracts and shall not indulge into any corrupt &/or fraudulent act.
- x) Mr, of our Company, is the person authorized to negotiate commercial/ technical terms & sign on behalf of the firm Agreement, Bills & receipts for this work.

Date :
Place :

**Signature of the authorized representative of the
Bidder with name, designation & official seal**

GENERAL INFORMATION OF BIDDER

SN	Particulars	Response/ Compliance
01	Name of the Bidder/ Firm/ Company	
02	Constitution of the company (Ltd, Pvt Ltd, Partnership or any other)	
03	Date of establishment/ incorporation	
04	Registered office address	
	Website address	
	Phone & Fax No	
	Mobile No	
05	Local office address	
	Phone & Fax No	
	Mobile No	
	Email ID	
	Alternative email ID	
06	Name(s) & contact number of authorized representative(s) for this tendering process:	
07	Registration with tax & other authorities	
	i) Registration number with the Registrar of Companies/ Firm	
	ii) Trade licence No	
	iii) Income tax registration (PAN) No	
	iv) Service tax registration No	
	v) CST/ VAT registration No	
08	Net profit of the Company (Rs in lacs)	FY 2012-13lacs FY 2013-14lacs FY 2014-15lacs
09	Total turnover of Company (Rs in Crores)	FY 2012-13Crores FY 2013-14Crores FY 2014-15Crores
10	Whether manufacturer, dealer or distributor of Note Sorting Machine so offered	
11	Years of experience in Banking automation business	
12	Domestic customer base ie Nos of Heavy Duty Note Sorting Machine (4+1/2) supplied in India	

Date :

Place :

Signature of the authorized representative of the
Bidder with name, designation & official seal

Details of Heavy Duty Note Sorting Machine supplied by the Bidder
(Work Experience)

S N	Name of the client with phone No, email-id & fax number	Quantity installed	Make	Model No	Year of installation
	Total				

Date :

Place :

Signature of the authorized representative of the Bidder with name, designation & official seal

Manufacturer's Authorization Form (MAF)

(To be executed on the letterhead of the OEM)

OEM Ref No -

Dated August 2015

The Zonal Manager
UCO Bank, Zonal Office Kolkata
15/1 A Gariahat Road, Kolkata-700 019

Authorization to bid for the tender

Dear Sir,

With reference to your NIT No: ZOKOL/SEC/2015-16/ 617 dated 20 July 2015; we M/s having who are established & reputable manufactures of (address) & our registered office at (address) & manufacturing unit at (address) do hereby authorize M/s (Name & address of the Bidder) to offer their bid, negotiate & conclude the contract with you against the above referred NIT.

We hereby undertake to extend our full guarantee & warranty as per terms & conditions of the NIT and the services offered against this invitation by the above firm. We also confirm that back to back spare & skill arrangement has been made with M/s for providing support services to UCO Bank under this contract.

Yours faithfully,

Authorized Signatories
(Name & designation of the signatory with official stamp)
Phone No, Fax No & Email ID

Note: Authorization of OEM for all the equipment's so offered for which the Bidder is not an OEM, should be attached separately.

TECHNICAL SPECIFICATIONS
HEAVY DUTY NOTE SORTING MACHINE (HDNSM 4+1/2 POCKETS)

The machines shall perform authenticity check with reference to the features of genuine notes as disclosed by the Reserve Bank of India from time to time. Any note which is not found to be having all the features of a genuine note shall be classified by the machine as suspect.

Notes can only be recycled/ reissued if they are evaluated as genuine & fit according to the parameters laid down by RBI (Please see Guidelines on Note Authentication and Fitness Sorting Parameters attached as **Annexure – VIII**. Authenticity check is a prerequisite for fitness sorting, which can be done only in case of genuine notes. The machines shall be able to identify & separate suspected counterfeit notes which are unfit for circulation in terms of these standards in a reliable & consistent fashion.

A fit note is a note that is genuine, sufficiently clean to allow its denomination to be readily ascertained & thus suitable for recycling. An unfit note is a note that is not suitable for recycling because of its physical condition or belongs to a series that has been phased out by Reserve Bank of India. All the fitness parameters laid down by RBI are to be evaluated individually. A note must pass all the fitness parameters to be considered fit for recycling.

If the Machine offered by the bidder meets with the following specifications & requirements; the bidders' response to be given as **“Complied”**, otherwise the exact specification should be given against each.

SN	Details	Bidder's response
1	Model number of machine:	
2	Ergonomic design, sturdy, capable of working in dusty, hot and humid conditions in India.	
3	Number of stackers with capacity- Four or more.	
4	Number of reject stackers with capacity – One or more.	
5	Minimum Processing Speed – 30000 notes/ hour. Machine programmable for diverse sorting parameters.	
6	Feeding Capacity – Minimum 500 Notes with Assisted Feed	
7	Machine should work on any orientation of the notes.	
8	First Note Recognition.	
9	Denomination Sorting.	
10	Orientation Sorting	
11	Face Sorting	
12	Machine must detect and sort suspect Notes	
13	Fitness: The machines shall perform the following fitness sorting functions as per criteria and standards laid down in RBI Guidelines on Note Authentication and Fitness Sorting	
	A Soiling	
	B Limpness	
	C Dog-Ears	
	D Tears	
	E Holes	
	F Stains	
	G Graffiti	
	H Crumples/Folds	
	I Decolouration	
	J Repair	
	K Mutilated, Imperfect and Mismatched Notes	

14	Batching Arrangements with indication in sound & light	
15	Table/ desk top model	
16	Machine should have sensors for detection of tape note in counting as well fitness sorting mode.	
17	Machine should have sensors for detection of counterfeit note in counting & fitness sorting mode.	
18	Machine should indicate the reason for rejected note	
19	Facilities for up-gradation of software or hardware for new features or changes in existing denomination of notes or type of notes as suggested by RBI time to time & to be free of cost	
20	The machine should have all type of sensors like image scan sensor, magnetic sensor, UV sensor, thickness sensor, infrared sensor, security thread detection etc to check all type of note	
21	The technology must be image based or equivalent.	
22	User interface machine should have attached printer, display with function, menu keys, external display for counting of notes	
23	Printer interface facility must be provided free of cost	
24	Power supply requirements and constitution	
25	Voltage stabilizer- inbuilt or external? (at no extra cost)	
26	Machine should have LCD graphic mode Digital display of information with the value/Nos. of Notes. There should be dual	
27	Machine should have Central Monitoring Facility	

Date :

Place :

**Signature of the authorized representative of the
Bidder with name, designation & official seal**

**Commercial bid for supply, installation & maintenance of
Heavy Duty Note Sorting Machine (4+1/2 pocket)**

Details of the Machine					
01	Make of the machine quoted				
02	Model Nos of the machine quoted				
03	Country of origin of machine				
04	Nos of pockets				
Commercial Bid					
SN	Particulars	Unit rate	Service tax/ VAT/CST		Total
			Rate	Amount	
01	Unit rate of the machine				
02	Installation charges if any				
03	Incidental cost if any (may include way bill, entry tax, excise duty, freight charge, packing charge, import duties etc)				
04	Minimum period of AMC				
05	Comprehensive AMC rates				
06	1st year				
07	2nd year				
08	3rd year				
09	4th year				
10	5th year				
11	6th year				
12	Total (Unit rate of machine + cost of AMC)				
13	Buy back rate of NSM (3+1 pocket)				
14	Net cost of ownership (Total cost minus buy back price)				

Please note:

- i) Commercially both types of machine (4+1 or 4+2 pocket) will be considered at par for evaluation.
- ii) Comprehensive AMC rate is applicable after expiry of minimum 01 year of warranty.
- iii) The cost of Note Sorting Machine shall include all the required accessory including printer, voltage stabilizer (either in-built or as an additional accessories).
- iv) The rates should be quoted in Indian rupees only. The taxes, duties, levies, freight charges etc if any may be quoted separately.
- v) The commercial bid shall be on a fixed price basis & no upward revision in the price will be considered.
- vi) Relative ranking of the Bidder will be considered on the net cost of ownership along with maintenance cost of the machine for 07 years including the period of warranty.
Explanation: If warranty is given for 01 year, AMC rate for 06 years & if warranty is for 2 years, AMC rate of 05 years & so on will be taken into account to ascertain the relative ranking.
- vii) Other than the rate quoted above & accepted by the Bank, no other claim of payment will be considered during the pendency of the contract.

Date :
Place :

Signature of the authorized representative of the
Bidder with name, designation & official seal

Guidelines on note authentication & fitness sorting parameters

(Ref: DCM (R&D) No. G-26/18.00.14/2009-10 dated May 11, 2010 from RBI)

1. Introduction: A fit note is a note that is genuine, sufficiently clean to allow its denomination to be readily ascertained and thus suitable for recycling. An unfit note is a note that is not suitable for recycling because of its physical condition or belongs to a series that has been phased out by Reserve Bank of India. All the fitness parameters laid down in this document are to be evaluated individually. A note must pass all the fitness parameters to be considered fit for recycling.

These parameters provide the minimum standards for cash handling machines used by banks (hereinafter called the “machines”). Notes can only be recycled/ reissued if they are evaluated as genuine and fit according to these parameters. Authenticity check is a prerequisite for fitness sorting. Fitness sorting can be done only in case of genuine notes. The machines shall be able to identify and separate suspected counterfeits and notes which are unfit for circulation in terms of these standards in a reliable and consistent fashion.

The Reserve Bank of India phases out certain series (issue) of notes from circulation from time to time. These notes, though considered legal tender unless otherwise specified, are unfit for recycling. As and when the Reserve Bank of India decides to phase out a specific series (issue) of a specific denomination of notes, the machines shall sort all the phased out notes as unfit, irrespective of their physical condition.

2. Applicability: These parameters are applicable to machines operated by banks, either directly by their staff or indirectly by their agents. These machines can be of any of the following:

- i) Machines which check the authenticity and fitness of notes, i.e., note processing machines/ note sorting machines, and
- ii) Machines which check only the authenticity of notes, i.e., note authentication machines.

All these machines shall classify the individual notes as either genuine or suspect.

3. Authenticity Check: The machines shall perform authenticity check with reference to the features of genuine notes as disclosed by the Reserve Bank of India from time to time. Any note which is not found to be having all the features of a genuine note shall be classified by the machine as suspect.

4. Fitness Sorting: As a part of fitness sorting, notes with any visual or physical defects are to be sorted as unfit as per the criteria set out in Table - 1.

Table - 1: Sorting Criteria

SN	Feature	Criteria
1.	Soiling	General distribution of dirt across the entire note
2.	Limpness	Structural deterioration resulting in marked lack of stiffness
3.	Dog-ears	Corner folds
4.	Tears	Lengthwise and crosswise cuts
5.	Holes	Holes of a specific diameter
6.	Stains	Localized concentration of dirt
7.	Graffiti	Deliberate graphic alteration of the note
8.	Crumples	Multiple random folds
9.	Decolouration	Lack of ink on part or whole of the note, e.g. a washed note
10.	Folds	Folds reducing the length or width of the note
11.	Repair	Note repaired using adhesive tape/paper/glue

(i) **Soiling:** Soiling refers to the general distribution of dirt across the entire note or in some pattern. It is a measure of the loss of reflectivity from the unprinted areas due to dirt, ageing (yellowing), wear and extraneous markings and includes decolouration due to ageing excessive folding wear and other wearing. Soiling increases the optical density and decreases the reflectance of the notes. Notes exceeding the soiling levels set out in Table 2 shall be sorted as unfit. Both the obverse and reverse of the note shall be checked for soiling.

Table 2 Soiling Levels

SN	Denomination	Maximum density difference	Minimum reflectance	Filters
1.	Rs 5	0.07	85%	Yellow
2.	Rs 10	0.07	85%	Yellow

3.	Rs 20	0.06	87%	Yellow
4.	Rs 50	0.06	87%	Yellow
5.	Rs 100	0.05	90%	Cyan
6.	Rs 500	0.04	93%	Cyan
7.	Rs 1000	0.03	95%	Cyan

(ii) **Limpness:** Limpness relates to structural deterioration or wears resulting in marked lack of stiffness in the note paper. Notes with a very low stiffness shall be sorted as unfit. Notes with very low stiffness of paper, i.e., with paper which is worn out in circulation or mechanically mutilated shall be sorted as unfit. Detectors for paper quality shall be adapted to the same level as for soiling.

(iii) **Dog-Ears:** Notes with dog-ears with an area of more than 130 mm^2 and a minimum length of the smaller edge greater than 10 mm shall be sorted as unfit. Chipped notes shall also be sorted as unfit.

(iv) **Tears:** Notes exhibiting at least one tear at the edge shall be classified as those having tears. Notes with tears larger than those indicated in Table 3 shall be sorted as unfit.

Table 3: Tears

SN	Direction	Width	Length
1.	Vertical	4 mm	8 mm
2.	Horizontal	4 mm	15 mm
3.	Diagonal*	4 mm	18 Mm

*Measured by drawing a straight line from the peak of the tear to the edge of the note where the tear begins (rectangular projection), rather than measuring the length of the tear itself.

(v) **Holes:** This refers to notes with at least one visible hole. Notes with holes area exceeding 10 mm^2 shall be sorted as unfit.

(vi) **Stains:** Stains are visible markings which are not part of the feature of a note. Notes shall be detected as unfit if localized i.e., with limited extension, stain can be recognized on its surface. In case the total area covered by stains exceeds 500 mm^2 , the note shall be sorted as unfit. A note with a single stain covering an area of more than 200 mm^2 shall be sorted as unfit. Both the obverse and the reverse of the note shall be checked for stains.

(vii) **Graffiti:** Graffiti refers to deliberate graphic alteration of the note with for example, figures or letters. Fitness sorting criteria in case of graffiti shall be same as those for stains. Both the obverse and reverse of the note shall be checked for graffiti.

(viii) **Crumples/Folds:** Crumpled/folded notes shall be sorted as unfit if the folds result in reduction of the original note in length or width greater than 5 mm.

(ix) **Decolouration:** Notes affected by decolouration shall be sorted as unfit if the ink is partially or wholly missing from its surface. Both the obverse and the reverse of the note shall be checked for decolouration.

(x) **Repair:** A repaired note is created by joining parts of the same note together, for example, by using extraneous matter such as tape, paper or glue. Notes with the following types of repairs shall be sorted as unfit:

- Repairs covering an area greater than 100 mm^2 ; or
- Thickness of the of the extraneous matter 50 μm or more; or
- Width of the extraneous matter 100 mm or more; or
- Length of the extraneous matter 100 mm or more.

5. Mutilated, Imperfect and Mismatched Notes: A mutilated note is a note, of which a portion is missing or which is composed of more than two pieces. An imperfect note is a note, which is wholly or partially, obliterated, shrunk, washed, altered or in decipherable but does not include a mutilated note. A mismatched note is note, which has been formed by joining a half note of any one note to a half note of another note. Such notes shall be classified as unfit.

Detailed procedures for testing of Heavy Duty Note Sorting Machines

These tests have to be conducted in presence of the technical consultant/ tender committee at a currency chest/ testing laboratory & the test result have to be recorded in the prescribed format & jointly signed by the representative of the tender committee & representative of Vendor.

01. Authenticity Check: The machines shall check authenticity of notes with reference to the features of genuine notes as disclosed by the Reserve Bank of India from time to time. A known number of suspect notes, which do not have one or more of the features of genuine notes & which are otherwise in good condition, shall be mixed with about 2000 notes fit for circulation & shall be processed. The machine should detect all the suspect notes. The test should be repeated with at least two other denominations.

02. Speed Test: The test procedure would be as under: -

- i) Set the machine in sorting mode.
- ii) Load a bundle of 2000 pieces of used notes of any denomination containing fit, soiled & rejected notes.
- iii) Record the time (T seconds) required by the machine to process this bundle.
- iv) Speed of the machine (N notes per hour) is computed using the formula: $N = 2000 \times 3600 / T$.
- v) Repeat these procedures for all other denominations.
- vi) The average speed of all denominations shall be taken as the speed of the machine.
- vii) The result should be recorded in the format given in **Annexure – IX (A)**.

03. Repeatability test: The test is carried out to check the consistency of the machine's performance. The notes used for speed test may be used for this test also. This test will be carried out on notes of denomination of Rs 100, Rs 500 & Rs 1000. The procedure for carrying out the repeatability test on denomination of Rs 100 comprises of **09 interactions** in total & is outlined below. This procedure will have to be repeated for denomination of Rs 500 & Rs 1000/-. The result should be recorded in the format given in **Annexure – IX(B)**

01. Interaction – 1

- i) The machine should be configured to sort the note into the categories of ATM fit, Bank fit (issuable), Soiled (non-issuable) & Reject/ suspect.
- ii) Fit the machine with minimum of 2000 pieces of Bank notes.
- iii) Let A1, B1, S1, & R1 denote number of ATM fit notes, Bank fit notes, soiled notes & reject notes respectively.

02. Interaction – 2(a)

- i) Feed the machine with the notes declared as ATM fit in the Ist interaction (A1)
- ii) Let A2a, B2a, S2a, & R2a denote number of ATM fit notes, Bank fit notes, soiled notes & reject notes respectively.

03. Interaction – 2 (b)

- i) Interaction – 2 is repeated ie notes declared as ATM fit in Ist interaction (A1) is feed again.
- ii) Let A2b, B2b, S2b, & R2b denote number of ATM fit notes, Bank fit notes, soiled notes & reject notes respectively.

04. Interaction – 3(a)

- i) Feed the machine with the notes declared as Bank fit in the Ist interaction (B1).
- ii) Let A3a, B3a, S3a, & R3a denote number of ATM fit notes, Bank fit notes, soiled notes & reject notes respectively.

05. Interaction – 3 (b)

- i) Interaction – 4 is repeated ie notes declared as Bank fit in Ist interaction (B1) is feed again.
- ii) Let A3b, B3b, S3b, & R3b denote number of ATM fit notes, Bank fit notes, Soiled notes & reject notes respectively.

06. Interaction – 4(a)

- i) Feed the machine with the notes declared as Soiled in the 1st interaction (S1).
- ii) Let A4a, B4a, S4a, & R4a denote number of ATM fit notes, Bank fit notes, Soiled notes & reject notes respectively.

07. Interaction – 4(b)

- i) Interaction – 6 is repeated ie notes declared as Soiled in 1st interaction (S1) is feed again.
- ii) Let A4b, B4b, S4b, & R4b denote number of ATM fit notes, Bank fit notes, Soiled notes & reject notes respectively.

08. Interaction – 5(a)

- i) Feed the machine with the notes declared as Rejected in the 1st interaction (R1).
- ii) Let A5a, B5a, S5a, & R5a denote number of ATM fit notes, Bank fit notes, Soiled notes & reject notes respectively.

09. Interaction – 5(b)

- i) Interaction – 8 is repeated ie notes declared as Rejected in 1st interaction (R1) is feed again.
- ii) Let A5b, B5b, S5b, & R5b denote number of ATM fit notes, Bank fit notes, Soiled notes & reject notes respectively.

04. Test for detecting counterfeit/ damaged/ old series notes: To conduct this test the machine should be fed with counterfeit (forged) notes having holes, notes of incorrect dimension, notes having tears, tapes, missing parts & stains & Ashoka pillar series notes & Bank notes of Rs 500 denomination of Mahatma Gandhi series (1996). This should be conducted on Bank notes of all dimensions (Rs 10, 20, 50, 100, 500 & 1000). Such defective notes should be mixed with 100 pieces of genuine notes of the corresponding denomination & fed to the machine. The machine should respond in the following manner: -

- i) Ashoka pillar series note, Bank notes of Rs 500 denomination Mahatma Gandhi series (1966) should go to the non-issuable ie soiled pocket.
- ii) All the (100%) forged notes, notes of incorrect dimension, notes having tears, tapes, missing parts & improper thickness should be detected by the machine & sent to the reject/ suspect pocket.
- iii) Notes having big holes/ number of holes, stains should go to the reject pocket.
- iv) The result have to be tabulated in the format given in Annexure – IX(C)

05: Stress Test: This test is conducted to check the suitability of the machine to work continuously for long hours. Test shall be conducted under conditions similar to those that are available in normal branches & currency chests. The machine should be put to work continuously for 6 hours daily for 4 consecutive days. The machine may be given rest for 10 minutes after each hour of working. During each hour, the machine should work continuously. Details of stoppages or breakdown, if any, (number of occasions, time, time taken to restart, nature of break down etc) and other defects or abnormal behavior etc noticed during the test should be carefully recorded.

06: Fitness sorting: An unfit note is a note which is not suitable for recycling because of its physical condition or belongs to a series that has been phased out by Reserve Bank of India. A note must pass all the fitness parameters laid down by RBI to be considered fit for recycling. Notes with any visual or physical defects are to be sorted as unfit as per the criteria set out in Table - 1 of the RBI guidelines. For each of the parameter to be checked, at least 10 notes should be selected in such a way that 5 notes have the defect within the permissible limit & 5 notes have the defect more than the permissible limit. For example, to check the holes, 5 notes should have a hole less than 10 mm² and 5 notes should have holes more than 10 mm². These selected notes should have no other defect except the defect in the parameter to be tested. These selected notes should then be mixed with at least 500 other notes & processed. The machine should correctly sort the 5 notes with defect more than the permissible limit as unfit.

The test should be repeated for other parameters.

Speed Test Format

Name of the Bidder	
Make of the Machine	
Model No	
Nos of pockets	

Test result

Denomination	Time taken in second to process 200 Bank notes (T)	Speed of the machine = $2000 \times 3600 / T$
Rs 10/-		
Rs 20/-		
Rs 50/-		
Rs 100/-		
Rs 500/-		
Rs 1000/-		

Other observation if any:

We have carefully gone through the speed test procedure given to us & have understood the contents thereof.

We confirm that the speed test was conducted in the presence of representative of the tender committee & that the results jointly recorded in the above format reflect the actual position.

.....
Bank Officials

We are signing this result jointly as agreed by us while submitting the tender documents.

.....
Authorized representative of the Bidder

Repeatability Test Format

Name of the Bidder			
Make of the Machine			
Model No			
Nos of pockets			
Test result			
Denomination (Rs)	100	500	1000
01. Interaction – 1 (2000 pieces of Bank notes are processed)			
Nos of notes			
Nos of ATM fit notes (A1)			
Nos of Bank fit notes (B1)			
Nos of Soiled notes (S1)			
Nos of Rejected notes (R1)			
02. Interaction – 2(a) (Note declared as ATM fit in interaction – 1 are processed)			
Nos of notes (A1)			
Nos of ATM fit notes (A2)			
Nos of Bank fit notes (B2)			
Nos of Soiled notes (S2)			
Nos of Rejected notes (R2)			
03. Interaction – 2(b) (Note declared as ATM fit in interaction – 1 are processed again)			
Nos of notes (A2)			
Nos of ATM fit notes (A2)			
Nos of Bank fit notes (B2)			
Nos of Soiled notes (S2)			
Nos of Rejected notes (R2)			
04. Interaction – 3(a) (Note declared as Bank fit in interaction – 1 are processed)			
Nos of notes (B1)			
Nos of ATM fit notes (A3)			
Nos of Bank fit notes (B3)			
Nos of Soiled notes (S3)			
Nos of Rejected notes (R3)			
05. Interaction – 3(b) (Note declared as Bank fit in interaction – 1 are processed again)			
Nos of notes (B1)			
Nos of ATM fit notes (A3)			
Nos of Bank fit notes (B3)			
Nos of Soiled notes (S3)			
Nos of Rejected notes (R3)			
06. Interaction – 4(a) (Note declared as Soiled in interaction – 1 are processed)			
Nos of notes (S1)			
Nos of ATM fit notes (A4)			
Nos of Bank fit notes (B4)			
Nos of Soiled notes (S4)			
Nos of Rejected notes (R4)			

07. Interaction – 4(b) (Note declared as Soiled in interaction – 1 are processed again)			
Nos of notes (S1)			
Nos of ATM fit notes (A4)			
Nos of Bank fit notes (B4)			
Nos of Soiled notes (S4)			
Nos of Rejected notes (R4)			
08. Interaction – 5(a) (Note declared as Rejected in interaction – 1 are processed)			
Nos of notes (R1)			
Nos of ATM fit notes (A5)			
Nos of Bank fit notes (B5)			
Nos of Soiled notes (S5)			
Nos of Rejected notes (R5)			
09. Interaction – 5(b) (Note declared as Rejected in interaction – 1 are processed again)			
Nos of notes (R1)			
Nos of ATM fit notes (A5)			
Nos of Bank fit notes (B5)			
Nos of Soiled notes (S5)			
Nos of Rejected notes (R5)			

% variation in the sorting of notes

Denomination (Rs)		100	500	1000
Sorting of ATM fit notes	$(B2a+S2a+R2a) \times 100 / A1$			
	$(B2b+S2b+R2b) \times 100 / A1$			
Sorting of Bank fit (issuable) notes	$(A3a+S3a+R3a) \times 100 / B1$			
	$(A3b+S3b+R3b) \times 100 / B1$			
Sorting of soiled (non-issuable) notes	$(A4a+B4a+R4a) \times 100 / S1$			
	$(A4b+B4b+R34) \times 100 / S1$			
Sorting of reject/ suspect notes	$(A5a+B5a+S5a) \times 100 / R1$			
	$(A5b+B5b+S5b) \times 100 / R1$			

(% variation calculated in each cell should be less than 5%)

Other observation if any:

We have carefully gone through the repeatability test procedure given to us & have understood the contents thereof.

We confirm that the repeatability test was conducted in the presence of representative of the tender committee & that the results jointly recorded in the above format reflect the actual position.

.....
Bank Officials

We are signing this result jointly as agreed by us while submitting the tender documents.

.....
Authorized representative of the Bidder

Test for detecting counterfeit/ damaged/ old series Bank notes

Name of the Bidder	
Make of the Machine	
Model No	
Nos of pockets	

Test result

S N	Particulars of note fed	Denomination wise number of note fed						Denomination wise result of number of notes that were correctly counted/ sorted/ checked/ detected					
		10	20	50	100	500	1000	10	20	50	100	500	1000
01	Fit (issuable)	100	100	100	100	100	100						
02	Soiled (Non-issuable)												
03	Ashoka pillar												
04	Mahatma Gandhi												
05	Counterfeit												
06	Notes having holes												
07	Notes having incorrect dimension												
08	Notes having tears, tapes & missing parts												

Note: -

- Notes in category 2, 3 & 4 should go to the soiled pocket
- Notes in category 5, 6, 7 & 8 should go to the reject pocket

Observation if any:.....

We have carefully gone through the procedure of test for detection of counterfeit notes/ notes having improper dimension/ notes with holes, tears, stains etc given to us & have understood the contents thereof.

We confirm that the test for detection of counterfeit notes/ notes having improper dimension/ notes with holes, tears, stains etc were conducted in the presence of representative of the tender committee & that the results jointly recorded in the above format reflect the actual position.

.....
Bank Officials

We are signing this result jointly as agreed by us while submitting the tender documents.

.....
Authorized representative of the Bidder

FORMAT FOR PERFORMANCE GUARANTEE
(To be stamped in accordance with the stamp act)

01. In consideration of the UCO Bank, Zonal Office Kolkata, 15/1A Gariahat Road Kolkata - 700019 (hereinafter called "the UCO Bank") having agreed to exempt M/s represented by its Proprietor/ Director Mr having its Corporate office at & regional office at (hereinafter called "the Vendor") from the demand, under the terms & conditions of an Agreement for supply, installation, testing, commissioning & maintenance of executed on between the Bank & the Vendor (hereinafter called "the said Agreement") of security deposit for the due fulfilment by the Vendor of the terms and conditions contained in the said Agreement, on production of a Bank Guarantee for Rs..... (Rupees.....only)

02. We..... [Indicate the name of the bank other than UCO Bank] (hereinafter referred to as "the Banker") at the request of M/s 'the Vendor' do hereby undertake to pay "the UCO Bank" an amount not exceeding to Rs..... against any loss or damage caused to or suffered or would be caused to or suffered by "the UCO Bank" by reason of any breach by 'the Vendor' of any of the terms or conditions contained in the said Agreement.

03. We, the Banker do hereby undertake to pay the amounts due & payable under this guarantee without any demur, merely on a demand from "the UCO Bank" stating that the amount claimed is due by way of loss or damage caused to or breach by the "Vendor" of any of the terms or conditions contained in the said Agreement or by reason of the 'Vendor' failure to perform the said Agreement. Any such demand made on the banker shall be conclusive as regards the amount due & payable by the Banker under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs.....

04. We, the Banker undertake to pay "the UCO Bank" any money so demanded notwithstanding any dispute(s) raised by 'the Vendor' in any suit or proceeding pending before any court or Tribunal relating thereto our liability under this present being absolute & unequivocal.

05. The payment as made by us under this bond shall be a valid discharge of our liability for payment there under & 'the Vendor' shall have no claim against us for making such payment.

06. We, the Banker further agree that the guarantee herein contained shall remain in full force & effect during the period that would be taken for the performance of the said Agreement & that it shall continue to be enforceable till all the dues of "the UCO Bank" under or by virtue of the said Agreement have been fully paid & its claims satisfied or certified that the terms & conditions of the said Agreement have been fully & properly carried out by the Vendor & accordingly discharged this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the, we shall be discharged from all liabilities under this guarantee thereafter.

07. We, the Banker further agree that "the UCO Bank" shall have the fullest liberty without our consent & without affecting in any manner our obligations hereunder to vary any of the terms & conditions of the said Agreement or to extend time of performance by the Vendor or to postpone for any time, or from time to time any of the powers exercisable by 'the UCO Bank' against the Vendor & to forebear or enforce any of the terms & conditions relating to the said agreement & we shall not be relieved from our liability by reason of any variation, or extension being granted to the Vendor or for any forbearance, act or omission on the part of 'the UCO Bank' of any indulgence by the 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.

08. This guarantee will not be discharged due to the change in the constitution of 'the Banker' or the Vendor.

09. We, the Banker lastly undertake not to revoke this guarantee during its currency except with the previous consent of "the UCO Bank" in writing. Notwithstanding anything contained herein:

- i) Our liability under this Bank Guarantee shall not exceed Rs.....
(Rupeesonly)
- ii) This Bank Guarantee shall be valid up to and
- iii) We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only & only if you serve upon us a written claim or demand on or before
(Date of expiry of Guarantee).

10. Dated the day of2015.

Yours faithfully,

For and on behalf of

..... Bank

Authorized Official

Note: -i) Selected vendor should ensure that the stamp and Code No. of the signatory with phone, fax No & Email ID is put by the bankers, before submission of the bank guarantee.

ii) Bidder guarantee issued by the Bank shall be on a non-judicial stamp paper of requisite value as applicable to the place of execution.

Format of Agreement

This agreement made on this the day of Sept 2015 between UCO Bank Zonal Office with its office at 15/1 A Gariahat Road, Kolkata – 700019, hereinafter called “**The Purchaser**”, which term or expression unless excluded by or repugnant to the context or the meaning thereof, shall be deemed to include its successors & assignees of the First Part

AND

M/s, a company incorporated under the Companies Act, 1956 having its registered Office at & corporate office at hereinafter called “**The Supplier**”, which terms or expression unless excluded or repugnant to the context or the meaning thereof shall mean & include its successors & assignee of the Second Part.

Whereas, the “**Purchaser**” desirous to purchase 02 Nos Heavy Duty Note Sorting Machine (4+1/2 Pocket) for their upcoming Cash Sorting Centre at Kolkata & floated a tender notice vide notice No - ZOKOL/SEC/2015-16/ 617 dated 20 July 2015

Whereas, the “**Supplier**” which is a firm engaged in Banking automation business has submitted their bid for supply, install & maintain 02 Nos Heavy Duty Note Sorting Machine (4+1/2 Pocket).

Whereas, having selected as L-1 on the basis of tendering process, the order of supply was placed before Supplier which was accepted by them in accordance to the terms & condition as set out in the NIT & interalia others.

NOW THIS AGREEMENT WITNESSTH AS FOLLOWS:

1. In this agreement words & expression shall have the same meanings as are respectively assigned to them in the conditions of contract hereinafter referred to: -
2. The following documents shall be deemed to form & be read & construed as part of this agreement:-
 - i) The notice inviting tender (NIT) issued by the ‘Purchase’
 - ii) Corrigendum to NIT (if any) issued by the ‘Purchaser’
 - iii) The technical bid submitted by the “Supplier”
 - iv) Commercial bid submitted by the “Supplier”
 - v) The report of technical demonstration.
 - vi) The supply order issued by ‘Purchaser’.
 - vii) Letter of correspondence if any between the ‘Purchaser’ & the “Supplier” pertain to this contract prior to issue of supply order;
3. In consideration of the payment to be made by the Bank to the Bidder, the Bidder hereby covenants & agrees with the Bank to supply, install & maintain 02 number Heavy Duty Note Sorting Machine (4+1/2 pocket) in conformity with & subject to all terms & conditions as mentioned in the NIT as also in the aforesaid documents which shall form part of this agreement.
4. The purchaser hereby covenants to pay to the Supplier in consideration of the Goods & services & the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times & in the manner prescribed by the Contract.

In witness whereof, the parties hereto have set their respective hands & seals the day & year first above written.

Signed, sealed & delivered on (date) by the said (for the Purchaser) in the presence of

Signature of the Bank (With Seal)

Signed, sealed & delivered on (date) by the said (for the Supplier) in the presence of

Signature of Bidder (With Seal)

Witness (Signature, Name & Address):

1. 2.