



ANDHRA PRADESH GRAMEENA VIKAS BANK

(A Government of India Undertaking) Head Office :: WARANGAL (Sponsored by State Bank of India)

Planning & Development Department

NOTICE INVITING TENDERS

PROCUREMENT OF LASER PRINTERS THROUGH ONLINE E- PROCUREMENT & REVERSE AUCTION	TENDER No. 15 / 29.12.2020
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TENDER SCHEDULE

Tender availability	www.apgvbank.in & https://etender.sbi		
Date for PRE-BID (for clarifications) if any	07.01.2021 @12:00 NOON		ANDHRA PRADESH GRAMEENA VIKAS BANK IT Department, 3 rd Floor, Prasanth Nagar, H.No: 5-1-28/4, Bypass Road, Prasanth Nagar, Rajampet, Sangareddy-502001
Last Date of SUBMISSION of Tenders	Date 21.01.2021	Upto 05.30 PM	ON-LINE Auction Website : https://etender.sbi
Date of OPENING/ VERIFICATION of TECHNICAL Tenders	Date 22.01.2021	At 11.30AM	
Tender Cost: Non- Refundable	Rs.3,000/-		Demand Draft in favour of Andhra Pradesh Grameena Vikas Bank, Warangal
Tender Value	Rs.37,17,000/-		
EMD	Rs.75,000/-		
Validity of tender	ONE YEAR		From the date of awarding the tender.
Number of Items for reverse auction	1 Item		Cost of Laser Printer
Appointed Officers for Enquiries	K Srikanth -901066690		S Siva Prasad -8985922775

Tenders should be submitted online to: M/s e-Procurement Technologies Ltd. B-704, Wall Street - II, Opp. Orient Club, Nr. Gujarat College, Ahmedabad - 380 006. Gujarat State, India Phone: +91-79-68136852 6863 6835 6829 6831 6853 Cell: 9081000427 9904407997	EMD DD should be submitted at the office of: ANDHRA PRADESH GRAMEENA VIKAS BANK IT Department, 3 rd Floor, Prasanth Nagar, H.No: 5-1-28/4, Bypass Road, Prasanth Nagar, Rajampet, Sangareddy-502001 GENERAL MANAGER – IV
TENDER SUBMITTED BY	Name of the Vendor : _____ Address : _____

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INTRODUCTION

1. Introduction

Andhra Pradesh Grameena Vikas Bank is a Regional Rural Bank, sponsored by State Bank of India, and jointly established by Government of Andhra Pradesh and Government of India. Our bank has 775 branches as of now and are operating in eleven regions viz. Ashoknagar, Bhadrachalam, Khammam, Mahabubnagar, Nalgonda, Parvathipuram, Sangareddy, Srikakulam, Vizianagaram, Vishakhapatnam, and Warangal in the States of Telangana and Andhra Pradesh. All the 775 branches have been functioning in a computerized environment on CBS platform.

The Bank invites technically complete and commercially competitive bids from the vendors for supplying Laser Printers to our branches & offices located in 11(eleven) Regional Offices & Head Office at Warangal.

The locations of our Regional Offices in Telangana State are:

Sangareddy Region : Districts of Sangareddy, Medak & Siddipet

Warangal Region : Districts of Warangal Urban & Rural, Bhupalapally, Jangaon, Mahabubabad

Ashoknagar Region : Districts of Sangareddy, Medak, Siddipet, Mahabubnagar

Mahabubnagar : Districts of Mahabubnagar, Gadwal, Wanaparthy & Nagarkurnul

Nalgonda Region : District Nalgonda&YadagiriBhuvanagiri

Khammam Region : District Khammam

Bhadrachalam Region: Districts of Bhadrachalam Kothagudem

SLC/IT Dept. /Audit Dept. /CSD : District Sangareddy

Head Office : District Warangal Urban

FIC/LCPC : District Sangareddy

The locations of regions in Andhra Pradesh State are:

Srikakulam Region: District Srikakulam

Bhadrachalam Region: District of East Godavari (Only 5 Branches - Chintoor, Seethapuram, VR Puram, Kunavaram, Nellipaka)

Vizianagaram Region: District Vizianagaram & Visakhapatnam

Parvathipuram Region: Districts of Vizianagaram & Srikakulam

Vishakhapatnam Region: District Vishakhapatnam

LCPC, VZM : District Vizianagaram

2. Scope of Work

Andhra Pradesh Grameena Vikas Bank, Head Office, Warangal, (APGVB) invites offers through online with the following details:

1. EMD (Earnest Money Deposit) along with Tender Cost
2. Technical Bid
3. Commercial Bid(Indicative)

From eligible, reputed manufacturers and/or their authorized dealers/agents of good track of providing after sales service, for supply, installation as given below:

S.No	PROCUREMENT ITEM	Tentative Quantity
1	Laser printer – (with the specifications as mentioned in Annexure-F) WITH ONE YEAR ONSITE WARRANTY	354

***Important Note:** Out of total requirement of 354 units, **98-printers shall be procured in bulk at one time immediately after awarding the tender.** Remaining 256 units (tentative) is running requirement and the order shall be placed in staggered manner during the agreement period. The running requirement of 256 units may vary from -30% to +30%. The Bank reserves the right to alter the quantity.

The ordered goods shall have to be delivered and installed at various branches / offices and regional offices of the Bank. The number of branches present in each Region is given in Annexure-C.

The order will be placed by the Bank for supply of 98-Printers immediately after awarding the tender to the L1 vendor.

The vendors have to bid for the laser printers with the specifications mentioned in the Annexure-F.

3. Important Details

The following are the important details to be noted:

Tender Reference	No.15/2020-21 dated 29.12.2020	
Tender Cost (Not Refundable)	Rs.3,000/-	Demand Draft favoring Andhra Pradesh Grameena Vikas Bank. MSMEs & NSSIC in relevant trade are exempted
Earnest Money Deposit (EMD) for Supply of Laser Printers.	Rs.75,000/-	
Security Deposit* – to be deposited within 14 days of issue of the empanelment	Rs.75,000/-	
Tender document available from	29.12.2020 in Bank's website – www.apgvbank.in	
Correspondence for any Technical Enquiry (IT Department, Sangareddy)	1. S Siva Prasad -8985922775 2. K Srikanth -9010666690 3. Email:cmit@apgvbank.in	
Last date for submission	21/01/2021, 5:30PM	
Mode of receipt of tenders	THROUGH ONLINE AS GIVEN IN THIS DOCUMENT	
Date and time of opening Bids/Offers	On 22/01/2021 at 11:30AM	
Address for Communication	The General Manager-IV, ANDHRA PRADESH GRAMEENA VIKAS BANK IT Department, 3 rd Floor, H.No: 5-1-28/4, Bypass Road, Prasanth Nagar, Rajampet, Sangareddy-502001	

***Security Deposit:** The minimum security deposit to be retained with the Bank is fixed as Rs.75,000/-. The EMD amount of the shortlisted vendor will be adjusted to this security deposit. This security deposit shall be with the Bank till the expiry of the warranty of the goods supplied. The Bank shall also retain 10% of the amount payable on every order it places

with the vendor. The vendor can claim this amount against the Bank guarantee issued by any nationalized Bank.

4. Modifications or Corrigendum

The Any modifications or corrigendum to this tender document that may require after floating this tender shall be uploaded to the same website addresses, i.e., www.apgvbank.in and <https://etender.sbi> any day before closure of the tender. The aspiring vendors may visit the websites till the last day of tender for updates.

PROCESS OF THE TENDER

5. Bidding Process - ON-LINE E-PROCUREMENT WITH REVERSE AUCTION

5.1 RFP and Bid Submission

The bidder shall have to submit the tender **ON-LINE** downloaded either from our website www.apgvbank.in or from the following e-procurement portal:

M/s e-Procurement Technologies Ltd.
B-704, Wall Street - II,
Opp. Orient Club, Nr. Gujarat College,
Ahmedabad - 380 006. Gujarat State, India
Phone: +91-79-68136852 | 6863|6835|6829|6831|6853 | Cell: 9081000427 | 9904407997

Auction Website: <https://etender.sbi>

The Bank shall not consider any request for date-extension for bid-submission on account of late receiving / downloading of RFP by any bidder. But, however, any suggestion or advice of value addition from the vendors to the tender or rectification of any short comings in tender may entail in issue of Corrigenda before the last date or postpone the tender as the Bank may deem necessary.

5.2 Mode of submission of tender – ON-LINE

Tenders are to be submitted **ON-LINE** by uploading in the portal advised above.

- 1. Tender Fee & Earnest Money Deposit – The DDs should be scanned and uploaded / For exemption, MSME Certificate / NSIC Certificate in relevant trade to be uploaded.**
- 2. Non-financial / Technical Bid – Should be signed on all pages and uploaded**
- 3. Financial Bid / Price Bids – The price bid should be submitted online in the portal.**

5.3 Procedure of opening of tender

After the last date of submission of the tenders, the Bank will open the technical bids **ON-LINE** and evaluate by verifying the eligibility documents submitted in the portal:

1. The EMD will be verified first. Those **not** submitting the **EMD DD (IN ORIGINAL)** to **APGVB** will be rejected ab initio. Vendors with MSME / NSIC certification in relevant trade shall be exempted from EMD.
2. Other eligibility documents will be verified. Vendors should take **CARE** to submit all the eligibility requirements and it will be at the Bank's discretion to allow or not to allow to ask for any further documents for evaluation.
3. Price bids will be considered for only those vendors who have qualified in the technical verification.

Bank reserves the right to, open or not to open the financial bid of any vendor basing on the

acceptance/rejection of non-financial bid and past performance.

5.4 Decision of the Bank shall be final

The decision of the Bank shall be final and binding on the vendor in the matter of interpretation of any clause included in this tender or any dispute arising out of the execution of tender. Bank can also terminate the tender without assigning any reason.

5.5 Submission of bids

Bids should be submitted ON-LINE to ,
M/s e-Procurement Technologies Ltd.

B-704, Wall Street - II,

Opp. Orient Club, Nr. Gujarat College,

Ahmedabad - 380 006. Gujarat State, India

Phone: +91-79-68136852 | 6863|6835|6829|6831|6853 | Cell: 9081000427 | 9904407997

Auction Website : <https://etender.sbi>

The tender offer with all necessary documents mentioned are to be submitted on or before **21/01/2021, before 5.30 PM.**

**Contact: For any technical enquires: K Srikanth – Manager-IT-9010666690
S Siva Prasad – Senior Manager-IT -8985922775**

5.6 Change of Tender date in case of holiday

In the event of the specified date for bid-submission being declared a holiday for the Bank, the bids will be received up to the appointed time on the next working day.

5.7 Cost of Bidding – Vendor to bear

The bidder shall bear all costs associated with the preparation and submission of its bid and the Bank will, in no case, be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

5.8 Late Bids – Rejection

Tenders cannot be submitted late.

5.9 Withdrawal / Amendment to RFP Contents:

The bank reserves the right to accept or reject any / all proposal(s), to revise the tender, to request one or more resubmissions or clarifications from one or more vendors, or to cancel the process in part or whole. The Bank also reserves the right to amend the RFP at any time prior to the last date for bid-submission. The Bank may, for any reason, whether at its own initiative or in response to clarification(s) requested by a bidder, modify the RFP contents by amendment. Amendment / Corrigendum will be notified on the Bank's website / portal and will be binding on participating bidders. The Bank shall not be liable for any communication gap. In order to provide prospective bidders, reasonable time to take the amendment into account for preparation of their bid, the Bank may, at its discretion, extend the last date for bid-submission.

5.10 Two Stage Bidding Process

The bidder will have to submit response to the RFP with the documents mentioned in PART-A and PART-B as mentioned below.

PART – A - TECHNICAL BID –for supply & installation of Laser Printers, should include the relevant supporting papers.

2. Tender Cost of Rs.3000/- (Rupees Three Thousands only) & **Earnest Money Deposit of Rs.75,000/-**(Rupees Seventy Five Thousands only) in the form of two separate Demand Drafts issued by scheduled commercial bank favoring **Andhra Pradesh Grameena Vikas Bank, payable at Warangal,** must be part of the Technical Bid by uploading the scanned DDs.

- PROVISIONS FOR MICRO, SMALL and MEDIUM ENTERPRISES (MSME) and NATIONAL

SMALL SCALE INDUSTRIES/CORPORATIONS: - As per Government of India's Public Procurement Policy act 2012, certain benefits will be given for MSME Units and NSSIC. The details are as under:

A) The Public Procurement Policy shall apply to MSMEs registered with District Industries Centres or Khadi Village Industries Commission or Khadi & Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts & Handloom or any other body specified by Ministry of Micro, Small & Medium Enterprises.

B) **MSMEs and NSSIC are exempted from paying Tender/RFP fee/cost, EMDs. For getting the benefits in case of MSE firms and NSSIC, the firms shall submit relevant documents such as valid registration Certificates and exemption certificate from relevant authorities.(Note : certification should be in Relevant trade only).**

**HOWEVER,
TWO SEPARATE DEMAND DRAFTS FOR TENDER COST & EMD (MSME CERTIFICATE FOR EXEMPTION) SHOULD BE SUBMITTED AT OUR IT-DEPARTMENT, SANGAREDDY BEFORE THE LAST DATE OF SUBMISSION OF THE TENDER ONLINE.**

**Address: ANDHRA PRADESH GRAMEENA VIKAS BANK
IT Department, 3rd Floor,
H.No: 5-1-28/4, Bypass Road, Prasanth Nagar, Rajampet, Sangareddy-502001**

IF THE DEMAND DRAFTS (or MSME CERTIFICATE COPY FOR EXEMPTION) DOES NOT REACH THE APGVB OFFICE. SANGAREDDY BEFORE THE LAST DATE AND TIME OF SUBMISSION, THE TENDER SHALL NOT BE CONSIDERED FOR EVALUATION.

- **Return of Earnest Money Deposit:** The earnest money of the unsuccessful bidders will be returned after entering into rate contract agreement with successful bidder(s).
- **Forfeiture of Earnest Money Deposit:** This EMD amount will be forfeited, if the successful bidder refuses to accept purchase order or having accepted the purchase order fails to carry out his obligation mentioned therein.

SECURITY DEPOSIT:

The EMD of the successful bidder/s will be held by the Bank throughout the rate contract period of the tender as **Security Deposit**. No interest will be payable on the Earnest Money Deposit/Security Deposit.

3. **Technical Bid:** The technical bid should **COMPULSORILY** include all the requirements of Technical specifications, Terms & Conditions and the following documents, duly filled in, stamped, signed in the serialim as below and serially numbered.
1. Tender Cost & EMD amount – Two separate Demand Drafts / MSME Certificate for exemption of EMD & Tender Cost
 2. **Annexure – D** (Vendors Response / Acceptance Letter)
 3. **Annexure – E** (Vendors Particulars)
 4. **Annexure – F** (Specifications of the Laser Printer)
 5. Certificate of Registration copy.
 6. Memorandum of Articles of association, Partnership Deed, if any
 7. GST Tax – Registration Copy (Regular or Composite)
 8. Authorization Certificate from OEM (original document should be scanned). This certificate should not be older than one year.
 9. Financial Statement/ Turnover Statement of Last 3 Years
 10. Experience documents / Purchase Orders Copies for supply of Laser Printers / Computer hardware of Last three years
 11. List of Service centers & names of Service Engineers along with phone Numbers

12. Tender form set including all annexures, duly signed on all pages accepting the terms & conditions. The document containing alterations, erasures or any handwritten material shall not be considered.
13. **Brochure of the product being offered**
14. Other required documents mentioned elsewhere in this tender document

PART – B (COMMERCIAL/PRICE BID) – “Price Bid for supply & installation of Laser Printers” consisting of:

1. The Priced Bid should be submitted online in the e-procurement web-portal only. This is treated as Indicative Price bid.
2. The Bank expects the bidder to carefully examine all instructions, terms & conditions, technical specifications etc., mentioned in this RFP. Failure to furnish all information required for submission of a bid not substantially responsive to the RFP in every respect will be at the bidder’s risk and may result in the rejection of its bid without any further reference to bidder.
3. **Note-** The Bidders should not fill the hardcopy of the financial bid (Annexure-G). Annexure-G is provided for reference to the bidders. The bid should be submitted online in the e-procurement web-portal only.
4. Reverse Auction will be conducted for the shortlisted vendors to arrive final L1 price. The date of reverse auction will be informed through mail communication.

5.11 Conditional Bid

Any conditional bid is not valid and shall be summarily rejected

5.12 Rates quoted to be EXCLUSIVE of all taxes

The RATES quoted should be **EXCLUSIVE of all Taxes (GST)**. No condition, such as, + GST will be accepted.

However, the quoted rates should be inclusive of all other charges for shipping, transit insurance etc., and installation at the delivered locations.

6. BIDDING – THREE STAGES

6.1. Bidding – FIRST STAGE of bidding Technical Evaluation

In the first stage, only the **Technical Bids** will be opened by the “*Tender Opening Committee*”. The vendors will be shortlisted based on their technical bids.

6.2. SECOND STAGE of Bidding – Submission of **Indicative Price Bids – Base Price & Decrement Value**

In the second stage, **Indicative commercial/price bids** of short-listed, technically qualified bidders **shall be opened ON-LINE and a Base price will be advised to the E-Procurement agency for further evaluation.**

6.3. THIRD STAGE of Bidding – **REVERSE AUCTION**

In the third stage, **REVERSE AUCTION** shall be conducted for final rates of supply. The shortlisted vendors will be informed by E-Mail communication.

7. BID FEATURES

7.1. Language of the Bid

All bids and supporting documentation must be in English only.

7.2. Bid Currency & Price Structure

Prices shall be expressed in the Indian Rupees only.

The Prices quoted by the bidders should be:

- a) **Inclusive of all costs in delivering the goods to the location**
- b) **Inclusive of all costs in installation of the goods at the location**
- c) **Packing**
- d) **Transportation costs**
- e) **Insurance during transit until reaching the destination& installation**
- f) **Onsite service to the supplied goods till one year from the date of installation.**
- g) **EXCLUSIVE OF GST**

The Bank shall neither pay any other cost nor consider any other cost apart from approved L-1 rates.

7.3. Validity Period

The Bids shall be **valid for a period of 12 months/ONE YEAR** from the date of entering into rate contract / AGREEMENT. A bid submitted for a shorter period shall be rejected by the Bank as non-responsive.

7.4. Format & Signing of Bid

- (a) The Bank, in case of non-adherence to the Format or partial submission of bid will not evaluate the bid
- (b) The bid shall be made in the legal name of the bidder
- (c) Each page of it shall be serially numbered, signed and duly stamped by the bidder or a duly authorized person to sign on behalf of the Bidder,
- (d) Any interlineations, erasure or overwriting shall be valid only if these are initialed /authenticated by the person(s) signing the bid.
- (e) Executive(s) representing the bidder should be duly authorized to sign the bid, interacting with the Bank for all sorts of communication as well as appearing in for price negotiation meeting, in case the bidder emerges as L-1 as a result of commercial evaluation of all technically qualified bids.
- (f) A letter of this intent, issued by the Proprietor / CEO / Director or any top-level executive, authorizing representing executive(s) should be submitted as part of the Technical Bid.

8. BID EVALUATION

The purpose of bid evaluation is to determine: -

- (a) Reputation of the vendor for quality and reliability
- (b) Acceptance of terms and conditions
- (c) Service capability of the vendor
- (d) Vendor's standing i.e. experience in supply
- (e) Vendor meeting the qualification criteria as specified in the tender documents;

8.1. General Evaluation

1. The Bank will examine the bids against *Bidder's Eligibility Criteria* mentioned in the RFP.
2. The Bank will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.
3. The Bank may waive any minor informality, nonconformity, or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any other bidder.
4. Prior to the detailed evaluation, the Bank will determine the substantial responsiveness of

each bid against this RFP. For purposes of these clauses, a substantially responsive bid is one, which conforms to all the terms and conditions of the RFP without material deviations.

5. During evaluation of the bids, the Bank may, at its discretion, ask the bidder for providing clarification on any point mentioned in its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.
6. Commercial bids of only those vendors will be opened, who are technically qualified and fulfil all other requirements as enlisted in the RFP.

8.2 Commercial Evaluation, Indicative Prices & Reverse Auction

1. Commercial bids submitted will be opened only for those bidders, who have qualified in the general and technical evaluation.
 2. The vendors are required to submit the **INDICATIVE PRICES** which will be considered for further evaluation through **REVERSE AUCTION**
 3. The LOWEST prices arrived at in REVERSE AUCTIONS will be declared as L-1. However, the bank shall be under no obligation to accept the lowest or any other offer received in response to this notice, if the quality of the procuring item is not the same as required and shall be entitled for rejection of any or all the offers assigning reasons therefor.
2. The bank reserves its right for placing the orders as per requirement.

3. L1 & Matching/Empanelment of vendors:

The orders will be placed only to the L1 vendor. If L1 vendor unable to supply or doesn't comply to the terms & conditions as specified in this tender document, then orders will be placed with other Vendor (i.e. L2 only) also, based on their willingness to supply the said equipment at the rates quoted by L1, subject to furnishing a written matching letter to the Bank. If L2 vendor doesn't give the Matching letter the next higher bidder will be considered (i.e.,L3, L4, L5 etc.).

After placing bulk order for 98-printers, the next orders shall be placed with the vendor in a staggered manner as and when required and shall have to be supplied and installed / commissioned as per the terms & conditions specified here in this document.

4. L1, L2 and L3 will be identified among the bidders/vendors who have participated and submitted at least a quote in the Reverse Auction.

9. AWARD NOTIFICATION

9.1 Change of Address & Contact Details

The acceptance of a bid, subject to contract, commercial considerations & compliance with all terms and conditions will be communicated in writing by means of placing order at the address supplied by the bidder in its bid. Any change of bidder's address, E-Mail address, Phone Numbers, should therefore be promptly notified to: -

**The General Manager-IV,
ANDHRA PRADESH GRAMEENA VIKAS BANK
IT Department, 3rd Floor, H.No: 5-1-28/4,
Bypass Road, Prasanth Nagar,
Rajampet, Sangareddy-502001**

10. Bidder's Disqualification

Any bidder not complying with the bidding process is liable for disqualification at any stage without assigning any reason. Decision of the Bank in this regard shall be final, conclusive and binding on the bidder.

11. TERMS AND CONDITIONS

The Terms and Conditions for vendors who participate in this tender are specified in the – Annexure-B. These terms and conditions are binding on all the vendors. These terms and conditions will also form part of the purchase order, to be issued to the successful Bidder(s)/Vendor(s). All the terms and conditions in the tender document should be stamped and signed and attached with the Technical Bid as acceptance of these terms and conditions.

12. NON-TRANSFERABLE OFFER

This tender document is not transferable. Only the Vendor, who has downloaded the tender document, is entitled to quote/participate.

13. PROPOSAL OWNERSHIP

The proposal and all supporting documents submitted by the Vendor shall become the property of the Bank.

14. ADDRESS FOR COMMUNICATION

Bids should be submitted ON-LINE to,
[M/s e-Procurement Technologies Ltd.](#)
[B-704, Wall Street - II, Opp. Orient Club, Nr. Gujarat College,](#)
[Ahmedabad - 380 006. Gujarat State, India](#)
[Phone: +91-79-68136852 |6863|6835|6829|6831|6853 | Cell: 9081000427 |](#)
[9904407997 \(For any assistance & guidance in submission of the bid online](#)
[in the web-portal\).](#)

Auction Website: <https://etender.sbi>

The tender offer with all necessary documents mentioned is to be submitted on or before 21/01/2021, before 5.30 PM.

Contact: For any enquires pertaining to Tender details: K Srikanth – Manager-IT-9010666690
S Siva Prasad – Senior Manager-IT – 8985922775

For any other communication, the below mentioned official may be contacted.
Shri K Vikranth Reddy, Senior Manager (P&D), Phone: 9440663873
Andhra Pradesh Grameena Vikas Bank, Head Office, Warangal, H.No.2-5-8/1, Ram
Nagar, Hanmakonda, Warangal Urban District- 506001 Telangana State

15. MODIFICATION AND WITHDRAWAL OF OFFER

The Vendors will not be allowed to modify their offer once submitted. However, the Vendors are allowed to withdraw their offers at any time before the last date and time specified for receipt of offers. No offer can be withdrawn by a Vendor after the last date and time specified for submission of offers.

16. PRELIMINARY SCRUTINY

Offers from Vendors not meeting the qualification criteria shall be rejected.

The Bank will scrutinize the offers received to determine whether they are complete and as per tender

requirement, whether any errors have been made in the offer, whether technical documents as asked for and required to evaluate the offer has been submitted, whether the documents have been properly signed and whether items are offered as per the tender requirements.

The Bank may, at its discretion, waive any minor non-conformity or any minor irregularity in the offer. This waiver shall be binding on all Vendors and the Bank reserves the right for such waivers.

17. CLARIFICATION ON OFFERS

To assist in the scrutiny, evaluation and comparison of offers, the Bank may, at its discretion, ask some or all Vendors for clarifications on the offer made by them. The request for such clarifications and the Vendor response will necessarily be in writing/e-mail.

18. LOCATIONS OF DELIVERY & INSTALLATION

The Head Office of the Bank is floating this tender for purchase of Laser Printers which shall be delivered, installed and commissioned/supported by the Vendor at various locations of the Bank, is provided in **Annexure-C**. The Bank reserves the right to make changes in the locations/quantity list given to the Vendor.

19. LIABILITIES OF THE BANK

This tender is not an offer by the Bank, but an invitation for Vendor responses. No contractual obligation on behalf of the Bank, whatsoever, shall arise from the tender process unless and until a formal contract is signed and executed by duly authorized officers of the Bank and the Vendor.

20. PROPOSAL PROCESS MANAGEMENT

The Bank reserves the right to accept or reject any/all proposal/ to revise the tender, to request one or more re-submissions or clarifications from one or more Vendors, or to cancel the process in part or whole. No Vendor is obligated to respond to or to continue to respond to the tender. Additionally, the Bank reserves the right to alter the requirements, in part or whole, during the tender process. Each party shall be entirely responsible for its own costs and expenses that are incurred while participating in the tender, subsequent presentation and contract negotiation processes.

ELIGIBILITY CRITERIA
(PROCUREMENT OF LASER PRINTERS)

ANNEXURE-A

The following eligibility lay down by the Bank needs to be ensured / fulfilled by the applicants / vendors /suppliers before submitting their applications duly filled in.

- The Bidder should have necessary registrations from GOI and from local State Governments where the company is incorporated.
- The bidders shall be the authorized dealers of the Branded companies. They should submit necessary Certificate from the Company. Original document should be scanned & uploaded.
- The Bidders shall give **one year onsite warranty** for Laser Printers.
- The Bidder should be in the line of business of Supply, Installation and commissioning of Laser Printers/ Computers/ other computer peripherals, at least for a period of **last three years** and the bidder should have supplied **Laser Printers/Computers/other computer peripherals** to public sector/private sector Banks/ Government Departments. They should submit Purchase Orders in support of their supplies for the last three years.
- The Bidder should have proven track record of providing adequate support and service through its branches/dealers etc. The bidders should be in position to provide service during warranty period.
- The Bidder should presently **not** be **banned / blacklisted** from dealing with the Government/Banks.
- The bidders have to submit their financial statements for the **last three years.**
- The minimum turnover should be **Rupees 50-Lakhs** per year during last 3 financial years. The bidders have to submit their turnover statements for the last three years.

General Manager (IV)

TERMS & CONDITIONS

ANNEXURE-B

1. COMPLYING WITH CONFIGURATION

The indicated configuration has to be strictly adhered to and quotation submitted as per the formats given therein. Non-furnishing of any responses in the 'response sheet' of technical bid may result in disqualification of the tender. The Bank reserves the right to decide whether or not, to open one or all the covers of the vendor/to permit the vendor to participate in the reverse auction without assigning any reason what so ever.

In case the supply is not according to the order or if the components, if any, are found to be varying from the order in any respect, the vendor will undertake to replace at no extra cost to the bank, during the period of use after the warranty also.

2. VALIDITY OF THE OFFER

The offer shall be valid for a period of **ONE YEAR** from the date of awarding the contract / date of entering into the agreement.

3. NON-TRANSFERABLE OFFER

This tender document is not transferable. Only the Vendor, who has downloaded the tender document, is entitled to quote/participate.

4. PLACING OF ORDERS

The orders will be placed only to the L1 vendor. If L1 vendor unable to supply or doesn't comply to the terms & conditions as specified in this tender document, then orders will be placed with other Vendor (i.e. L2 only) also, based on their willingness to supply the said equipment at the rates quoted by L1, subject to furnishing a written matching letter to the Bank. If L2 vendor doesn't give the Matching letter the next higher bidder will be considered (i.e.,L3, L4, L5 etc.).

After placing bulk order for 100-printers, the next orders shall be placed with the vendor in a staggered manner as and when required and shall have to be supplied and installed / commissioned as per the terms & conditions specified here in this document.

5. OFFERS BY THIRD-PARTY

The vendors are not permitted to authorize their dealers/distributor/stockiest etc., (including individuals and third party firms/companies) to either collect or submit the tender-related documents on their behalf. The Bank will summarily reject such requests and arrangements.

6. MATERIAL ALTERATIONS & AMBIGUOUS/UNQUANTIFIABLE COSTS

The offer should ensure that there are no cuttings, over-writing, and illegible or undecipherable figures to indicate their offer. All such cases may be disqualified on this score alone. The decision of the Bank is final and binding on the offer. Kindly ensure that ambiguous or unquantifiable costs/amounts are not included in the offer, which would disqualify the offer.

7. TAXES/LEVIES/DUTIES

The quoted prices should be exclusive of GST but inclusive of all charges like packing/forwarding/freight/transit insurance, installation/commissioning etc., for the

equipment to be delivered, installed and commissioned at our specified site(s) **Annexure-C.**

8. DELIVERY PERIOD

The equipment (as per the specifications given) should be made ready for conducting the mandatory FAT (Factory Acceptance Test) within 2 (Two) weeks from the date of the LOI/PO. After the equipment is tested and accepted by the HO/CO Team at the factory, the same should be delivered within a week time thereafter to the Branches/sites of the Bank. **Finally, material should be supplied and installed in all the branches within 4 (Four) Weeks from the date of Purchase Order.** Any delay will lead to cancellation of the LOI/PO itself and forfeiture of the EMD / Security Deposit even though the FAT was successful and the equipment was approved by the testing Team.

9. WARRANTY

The vendors should provide comprehensive & unconditional warranty of ONE-YEAR from the date of installation of the goods at the locations. During Warranty period, service support should be provided within 24 hours of lodging complaint. In case the rectification delayed or part needs to be taken to the vendor's lab for repair, the vendor should provide standby equipment within 72 hours from the date of complaint. The standby items should be replaced with the originals or new items (of the same make & model of the contract) within a week duration. In cases of the replacements with new devices, the new items should be of the same make & model of the damaged items.

10. EARNEST MONEY DEPOSIT / SECURITY DEPOSIT FORFEITURE – PENALTY FOR DELAYS

In order to eliminate delays in the delivery schedules & support during warranty period, it has been decided that Earnest Money Deposit (EMD) @ **Rs.75,000/-** will be collected from the vendors who are willing to quote for supply of Laser Printers. No request from Vendors either for waiving the EMD or for recovery/retention of the EMD amount against future payments due to them or additional time for submission of the EMD will be entertained. The EMD would be returned to all unsuccessful bidders normally within 30 days after placing PO/LOI on the selected Vendors. No correspondence will be entertained on this account and the Bank's decision will be final and binding on all vendors.

Security Deposit: The minimum security deposit to be retained with the Bank is fixed as Rs.75,000/-. The EMD amount of the shortlisted vendor will be adjusted to this security deposit. This security deposit shall be with the Bank till the expiry of the warranty of the goods supplied. The Bank shall also retain 10% of the amount payable on every order. The vendor can claim this amount against the Bank guarantee issued by any nationalized Bank.

Penalty for Delay in Supply: In case of delay in delivery beyond the period of 4 Weeks, a penalty of 1% of the total cost of undelivered quantities during the first week of delay and 2% for each week for delay beyond one week subject to a maximum of 5% is levied. Failure to supply the goods within 6 Weeks from the date of P.O may lead to forfeiture of EMD amount (partial or full) from the security deposit.

Penalty for Delay in Service during Warranty Period: In case of failure in repairing or replacing (with standby) the faulty item during the warranty period within 3 days, a penalty of 1% of the total cost of goods during the first week of delay and 2% for each week for delay beyond one week subject to a maximum of 5% be levied. Failure to replace the goods with new one within 3 Weeks from the date of complaint may lead to forfeiture of EMD (partial or in full).

Note: For the purpose of calculation of liquidated damages / penalty, part of a Week will be

considered as full week.

11. The EMD/Bid Security may be forfeited

- a) If bidder withdraws its Bid during the period of Bid Validity
- b) In case of Successful Bidder fails to accept the Purchase Order
- c) If vendor doesn't supply the goods within 6 Weeks from date of releasing PO.
- d) In vendor doesn't replace the faulty item with new one within 3 Weeks from the date of complaint during Warranty Period.
- e) In case of non-repair / replacement of the goods with in specified timelines during warranty period.
- f) If vendor fails to comply any terms of RFP or Purchase Order

12. ENHANCEMENTS AT NO ADDITIONAL COST

The configuration given is the minimum configuration that is/are required. Vendors may choose to supply higher/better/enhanced system but their financial quotes shall be treated as if they have been offered for the specified configuration only.

13. SHORT-SHIPMENTS

No short-shipments are permitted. In the unlikely event of such short-shipments, the EMD would be forfeited automatically. Moreover, the vendors should invariably seek the written consent of the Bank, before dispatching the ordered equipment with some short-shipments. In the event of very important or critical equipment (in the view of the bank) getting short-shipped, no payment will be released till the short-shipped items are delivered (this is in addition to the forfeiture of the EMD).

14. COPYRIGHT/LICENSE VIOLATIONS & PROVISION OF LEGAL COPIES

Vendors shall explicitly absolve the Bank of any responsibility and indemnify the Bank against any liability for the use of system software, with regard to copyright/license violations, if any. Wherever the hardware is supplied with pre-loaded system software/ Operating System software, appropriate LTU (License -To-Use)/ Paper License with recovery media for each of the systems shall be provided free of cost. If at any time after proper installation of the required hardware components like computers, printers, scanners, UPS, Inverters, Batteries etc. or kits, it is discovered that the software or hardware installed or used is not genuine and that of counterfeited one, the contract entered into between the parties stands terminated and the vendor or supplier, as the case may be, will be made liable directly for the consequences of using such counterfeit software and hardware components or programs and the damages arising there from including remote damages. In cases of such discovery, the bank is discharged from making payments due to such vendor/ supplier in addition to forfeiting EMD and is at liberty to take necessary action as per the law.

15. DIVERSION OF EQUIPMENT

In the event of the Bank deciding to install the ordered equipment, either the entire lot or a part thereof, at a different location/Branch, the vendors will have to provide the documentation (invoices, delivery Challans etc.,) accordingly. The Bank may, at its own discretion, pay the cost of transportation, on actual basis, only if the entire lot was delivered at the designed branch before the diversion of equipment is intimated to the vendors.

16. TRAINING FOR BANK PERSONNEL

Vendors shall provide free training to the Bank's personnel at the site in the operating Laser Printers.

17. SERVICE SUPPORT ON SATURDAYS/SUNDAYS AND HOLIDAYS

During the entire warranty period it is incumbent on the vendors to provide complete and

satisfactory technical support in the areas of installation of Laser Printers. As most of these activities are carried out during holidays/Saturdays/Sundays, it is necessary for the engineers/technical support personnel from the vendor's side to work (along with then technical staff/operating staff from the Bank's side) on these days as well, even though these may be holidays as per their service conditions. In addition to the 12 months unconditional comprehensive warranty, the Bank may insist upon the selected vendors to assign one exclusive Engineer/Help Desk for a cluster/zone during the entire warranty period (or for that length of period as it may consider necessary) to ensure smooth implementation. All expenses incurred by the vendors in extending such support will be borne by the vendors only.

18. INSPECTION AT FACTORY LOCATION (FAT/PDI)

Vendors will intimate to the Bank the date of factory inspection, by which date the entire equipment should be kept ready for the Bank's inspection. The vendors have to ensure that all the equipment/components /peripherals (and all the sub-components thereof) are kept ready by the indicated date, failing which the EMD would be forfeited. Documentary evidence should be provided to the team to prove the validity of all such part numbers.

19. SITE ACCEPTANCE TEST (SAT) SCHEDULE

In addition to the above tests/procedures which would be repeated at the site after installation of **Laser Printers**.

20. PAYMENT TERMS

No advance amount will be paid along with the Purchase Order/Letter of Intent. 90% Payment will be made only after installation, successful acceptance tests (As detailed elsewhere), upon production of Bank Guarantee (From any of the Nationalized Banks, other than APGVB) for 10% of the total cost, valid for a period of 12 months from the date of Installation.

Payment for LASER PRINTERS purchased at the Branch/site shall be made as per the under noted schedule (No representation will be entertained for releasing Ad-hoc payments, of any nature):

- a. Advances Payment with Purchase Order : **NIL**
- b. Against delivery and installation reports : **90% of the total Cost**
- c. After completion of the warranty period : **10% of the total cost.**

Or against production of Bank Guarantee from any Nationalized Bank before the end of the warranty period

Or a Special Term Deposit of APGV Bank from any Branch. The fixed deposit receipt has to be duly discharged by the Vendor on the back side of the STDR and will be marked LIEN by the Branch concerned. A suitable undertaking letter will also be obtained apart from the usual lien undertaking letter.

21. ADDITIONAL INFORMATION

The following aspects will also be taken into consideration and given weightage while finalizing the tenders:

- a) Past experience, for the supplies already made to the Bank.
- b) Commitment for storing critical spares/components at the branches/sites specified during warranty

22. PRE- CONDITIONS BY VENDORS

Please note that any other terms and conditions whether implicitly or explicitly stated in any of the responses by the vendors will be ignored. Vendors may approach Information

Technology Department of Andhra Pradesh Grameena Vikas Bank, Sangareddy for clarifications, if any, in this regard.

OTHER TERMS & CONDITIONS:

1. Indemnity

The Vendor shall indemnify, protect and save the Bank against all claims, losses, costs, damages, expenses, action suits and other proceedings, resulting from infringement of any patent, trademarks, copyrights etc. or such other statutory infringements in respect of all the goods supplied by the Vendor(s).

2. Limitation of Liability (Up to a maximum amount of 10% of order value)

The liability of the successful Vendor arising out of any penalty and/or damages (on account of non-performance or inadequate performance or deficiency of services or breach of contract), which are resulting from any actions and/or deficient services of the Vendor or its employees or agents or the Service Provider shall be liable up to an amount equivalent to 10% of the order value. However this limitation shall not be applicable for the damages / claims / costs / losses arising out of any infringement by the successful Vendor. The Vendor shall indemnify in full without any limitation, protect and save the Bank against all claims, losses, costs, damages, expenses, action suits and other proceedings resulting from infringement of any law pertaining to patent, trademarks, copyrights, etc., or such other statutory infringements in respect of all the Laser Printers supplied and /or used by them for the purpose of fulfilling the contractual obligations or while rendering the necessary services specified in this tender/contract/scope of services.

3. Publicity

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

4. Guarantee

Vendor should guarantee that the **Laser Printers** delivered to the Bank are brand new, including all accessories. **Only latest batch (not less than 3 months) goods should be supplied to the Bank.** In the case of software, the Vendor should guarantee that the software supplied to the Bank is licensed and legally obtained. All the goods must be supplied with their original and complete printed documents.

5. Assurance

The Vendor should provide an assurance, by accepting the Order and by complying with same during execution, that the application /software/ other item that is being supplied is free of malware, free of any obvious bugs and free of any covert channels in the code of the version of the application, at the time of delivery of programs/codes/items as well during as any subsequent versions/modifications done to the supplied programs/codes.

6. Confidentiality

The Parties shall observe the strictest confidentiality in respect of all matters relating to the implementation of this tender. All the information under this tender will be treated as confidential and shall not be disclosed to any third party unless otherwise agreed by the non-disclosing party. Nothing in this tender shall however be deemed to prohibit disclosure of any confidential information required under law, under a court order or by any regulatory or

governmental authority. The obligation to maintain secrecy shall survive the termination of the agreement.

7. Information Security

The Vendor shall represent and warrant that it has developed, implemented and will maintain effective information security policies and procedures that include administrative, technical and physical safeguards designed to (1) ensure the security and confidentiality of confidential information provided to the Vendor hereunder, (2) protect against anticipated threats or hazards to the security or integrity of such confidential information; and (3) protect against unauthorized access or use of such confidential information. The Vendor represents and warrants that its collection, access, use, storage, disposal and disclosure of information does And will comply with all applicable privacy and data protection laws, as well as all other applicable regulations and directives.

The Vendor shall agree to notify the Bank within two (2) business days in writing of any discovery by the Vendor of any breach or suspected breach of the provisions of this Tender or any loss or unauthorized use, disclosure, acquisition of or access to any Bank's Confidential Information and/or bank's business systems of which the Vendor becomes aware. The Vendor shall promptly take all appropriate or legally required corrective actions, and shall cooperate fully with Bank in all reasonable and lawful efforts to prevent, mitigate or rectify such Data Breach.

8. Force Majeure

The parties shall not be liable for default or non-performance of the obligations under the contract, if such default or non-performance of the obligations under this contract is caused by any reason or circumstances or occurrences beyond the control of the parties, i.e. Force Majeure.

For the purpose of this clause, Force Majeure shall mean an event beyond the control of the parties, due to or as a result of or caused by acts of God, wars, insurrections, riots, earth quake and fire, events not foreseeable but does not include any fault or negligence or carelessness on the part of the parties, resulting in such a situation.

In the event of any such intervening Force Majeure, each party shall notify the other party in writing of such circumstances and the cause thereof immediately within five calendar days. Unless otherwise directed by the other party, the party pleading Force Majeure shall continue to perform/render/discharge other obligations as far as they can reasonably be attended/fulfilled and shall seek all reasonable alternative means for performance affected by the Event of Force Majeure.

In such a case, the time for performance shall be extended by a period/s not less than the duration of such delay. If the duration of delay continues beyond a period of three months, the parties shall hold consultations with each other in an endeavor to find a solution to the problem.

Notwithstanding above, the decision of the Bank shall be final and binding on the Vendor.

9. Resolution of Disputes

The Bank and the Vendor shall make every effort to resolve amicably, by direct informal negotiation, any disagreement or dispute arising between them under or in connection with the contract. If after thirty days from the commencement of such informal negotiations, the Bank and the Vendor have been unable to resolve amicably a contract dispute; either party may require that the dispute be referred for resolution by formal arbitration.

All questions, disputes or differences arising under and out of, or in connection with the contract, shall be referred to two Arbitrators: one Arbitrator to be nominated by the Bank and the other to be nominated by the Vendor. In the case of the said Arbitrators not agreeing, then the matter will be referred to an umpire to be appointed by the Arbitrators in writing before proceeding with the reference. The award of the Arbitrators, and in the event of their not agreeing, the award of the Umpire appointed by them shall be final and binding on the parties.

The Arbitration and Reconciliation Act 1996 shall apply to the arbitration proceedings and the venue of the arbitration shall be Warangal or Hyderabad.

During the period of dispute each party shall continue its obligations under this tender.

10. Black listed / Financial disputes with APGV BANK

Vendors who are black listed by any organization or Bank or those vendors having financial disputes with APGV Bank are not eligible for participation in the tender process.

<p>Date : ____/____/____</p> <p>Place : _____</p>	<p>I/we have read and understood the RFP as detailed in the above pages right from the Introduction, Scope of work, Tentative requirements, Bidding Process, Terms & Conditions, Payment Terms, EMD, Security Deposit, Penalty, the Force Majeure clause & Resolution of disputes. I/We submit the technical bid and financial bid offers in the prescribed formats for supply & installations of Laser Printers as per terms & conditions in the RFP.</p>
	<p>_____</p> <p>Seal of the bidder</p>
	<p>_____</p> <p>Signature</p>

REGION WISE BRANCHES COUNT FOR DELIVERY & INSTALLATION

S. No.	Name of the Region	State	No of Branches (Including Regional Office)
1	SRIKAKULAM	AP	71
2	VIZIANGARAM	AP	69
3	VISAKHAPATNAM@	AP	79
4	PARVATHIPURAM	AP	59
5	KHAMMAM	TS	73
6	BHADRACHALAM	TS	68
7	NALGONDA	TS	80
8	WARANGAL#	TS	77
9	MAHABUBNAGR	TS	74
10	SANGAREDDY^	TS	74
11	ASHOKNAGAR*@	TS	66
		TOTAL	790

@ Including RASMECC

Including Head Office

*Including LCPC/FIC

^Including IT Dept& SLC

Please do visit our website www.apgvbank.in to know about our branches information.

VENDORS' RESPONSE **ANNEXURE -D**

Tender Offer Acceptance Letter (To be printed on Vendor's letter head)

Date: ___ / ___ / ___

To,
General Manager (IV)
Andhra Pradesh Grameena
Vikas Bank, Head Office,
Warangal

Dear Sir,

Tender Ref. No: 15/2020-21 dated 29/12/2020

Having examined the tender documents including all annexures, the receipt of which is hereby duly acknowledged. We, the undersigned, offer to supply and install Laser Printers at various branches of the Bank in conformity with the said tender documents. We accept all the terms & conditions of this tender.

S. No	Parameter	Vendors' Response Yes/No
1	We are agreeable to all the terms and conditions expressed by the Bank	
2	We are agreeable to the payment norms of the Bank.	
3	We are registered under GST Number	
4	We are having a minimum 3 years of experience in this field having supplied Printers/ Computers/ Computer peripherals to public sector/private sector Banks/ Government Departments	
5	We have the minimum turnover of Rupees 50-Lakh per year during last three financial years.	
6	We have service outlets in the Bank's area of operation.	
7	We are agreeable to supply and install the goods within 4 weeks after receiving the purchase order	
8	We are agreeable to the penalty clause & EMD forfeiture clause expressed by the Bank	
9	We are agreeable to provide Warranty as per the terms specified in the tender	
10	We are agreeable to compile and supply the material as per technical specifications given in this document	

We agree to abide by this tender offer till One year from the date of awarding the tender and our offer shall remain binding upon us.

Until a formal contract is prepared and executed, this tender offer, together with the Bank's written offer thereof and the Bank's notification of award, shall constitute a binding contract between us.

We confirm that, we have **not** made any changes in the tender documents downloaded, except for filling in appropriate columns.

We understand that the Bank is not bound to accept the lowest or any offer the Bank may receive.

Dated this _____ day of _____

Signature: _____ (In the Capacity of)

Name: _____

Email ID: _____

Duly authorized to sign the offer for and on behalf of M/s _____

Contact No: _____

ANNEXURE – E**VENDORS' PARTICULARS****TENDER FOR PROCUREMENT OF LASER PRINTERS**

(Ref: Tender Notice No. 15/2020-21 dated 29/12/2020)

(PLEASE FILL UP ALL THE COLUMNS LEGIBLY)

S. No	Specifications	Particulars
1	Name of the Unit/Firm with full address with Telephone / Mobile/ FAX. No's /Email Address etc.,	
	Administrative Office :	Email: Mobile:
	Factory Address:	
	Whether ISO certified / IBA/RBI/SBI/approved Unit (if so, enclose copy of relative certificate issued)	
2	CONSTITUTION (Enclose evidence like Certificate of Commencement of Business / memorandum of Articles of Association/ Partnership Deed Etc.)	a) Proprietary /Partnership /Private/ Limited/ Public Ltd. Company/Co-op Society (Delete inapplicable)
		b) SSI Registration No./Trade License No. (Enclose Copy of Certificate) Date valid up to:_____/_____/_____
3	Year of Establishment/ Experience in line of activity: (Please see Annexure-I Eligibility Criteria for category wise minimum length if experience required)	Year of establishment:_____ Experience in years of the Proprietor / partner/ Director of the unit :_____years
4	Name of the Proprietor/ Mg. Partner /Mg. Director etc.	

5	Name and addresses of the Bankers / Phone Numbers	BANK: BRANCH: A/c No: IFS Code:
6	Whether registered for GST purposes (Mention No. & Date and furnish copies)	GST No: _____
7	Whether an Assesse of Income Tax (Enclose copies of IT Return for the last 3 years with all enclosures)	PAN No: _____ GSTIN No: _____
8	Annual Turnover for the last 3 years (Balance Sheets to be enclosed) If 2019-20 is not audited, then vendors need to provide previous 3 Years Financial Statements i.e, 2016-17, 2017-18 & 2018-19	Rs. in lakhs
		Financial Year 2016-17Rs. _____ Financial Year 2017-18Rs. _____ Financial Year 2018-19Rs. _____ Financial Year 2019-20Rs. _____
9	Names of Institutions/ Govt. Agencies / Banks, reputed companies etc., to whom your unit is executing works and maintained their against the turnover in the last year	You may submit EMPANELMENT LETTER / AGREEMENT COPY
10	Were you removed / blacklisted at any time in any Bank / Govt. organization? If yes mention details	YES /NO _____

COMPLIANCE STATEMENT

Declaration:

We hereby undertake and agree by all the terms and conditions stipulated by the Bank in the **RFP/Tender Document (and Annexures)**, and those specified in the Bank's website, www.apgvbank.in.

PLACE: _____

DATE: ____/____/____

Stamp/Seal

Signature of the Authorized Person
& Designation

ANNEXURE-F

SPECIFICATIONS OF THE LASER PRINTER

S.no.	Specification Type	Specification Requirement	Comply - Yes / No
1	Printer type	Laser Printer - Sheetfed, Single Function Laser Monochrome Printer (Black)	
2	Function	Print only	
3	Connectivity / Interface	USB 2.0 High speed	
4	Compatible Operating Systems	Windows-Server2008 & All Windows latest operating systems	
5	Print quality black	600 x 600 dpi	
6	Monthly Duty cycle	Minimum up to 4000 pages	
7	Warranty	ONE Year On Site warranty	
8	Pages per Minute	Minimum 12 ppm (A4 size in Black)	
9	Page size supported	A4, A5, B5, Legal, Letter	
10	Monthly Print Volume	Minimum recommended of 800 pages	
11	Number of Print Cartridges	1 (black)	
12	Power Requirement	220-240V (+/-15%), 50/60Hz(+/-2Hz)	
13	Per page print cost	Less than Rs.1/-	
14	On Board Memory	Minimum 2MB	
15	Toner Cartridges Refilling Technology	1. No Chipped Ink technology. Chip based laser printers which requires toner cartridge of same manufacturer or only selective makes are not eligible. 2. Laser Printers for which toner cartridges refill is widely available are eligible for procurement.	

Note: The Bidders have to mention their compliance to the each and every specification item as mentioned above. The bids not complying any of the above specifications shall be treated as non-responsive & will be rejected.

FINANCIAL BID

ANNEXURE –G

Tender for supply of LASER PRINTERS

To,
The General Manager-IV
Andhra Pradesh Grameena Vikas
Bank, Head Office: Warangal

Sir,
I/We have read the RFP and fully understood the Specifications, Terms & Conditions and quote the rates for LASER PRINTERS as required in the Tender No.:15/2020-21 dated 29.12.2020.

S.no.	Item Name	Make & Model	Bid Price in Rs.
1	Laser Printer (with the specifications listed in Annexure-F & with One-Year onsite warranty)		

The rates quoted for the above items are **exclusive of GST**, but **inclusive of** all other charges like packing/forwarding/freight/transit insurance, installation/commissioning etc.

We agree & understand that:

- 1) The price quoted shall be valid up to one year from the date of awarding the tender.
- 2) The ordered printers shall have to be supplied & installed at the branches/offices given in the purchase order.
- 3) All other terms and conditions as well as technical details as set out in this tender document.

Date: ____/____/____

Place: _____

Signature of the authorized signatory of the company

COMPANY SEAL

