

(HEAD OFFICE: BANGALORE)
REQUEST FOR PROPOSAL (RFP) FOR
"SUPPLY, COMMISSIONING
AND MAINTENANCE"
OF DESKTOP NOTE SORTING MACHINES
FOR THE BRANCHES OF CANARA BANK

RFP REFERENCE NO : RFP -02/DNSM/11-12
DATE OF RFP DOCUMENT : 19-11-2011
DATE OF PRE BID MEETING :25-11-2011 at 11.00 AM
LAST DATE FOR SUBMISSION OF RFP :19-12-2011 (UPTO 3.00PM)
DATE OF OPENING OF TECHNICAL BID :19-12-2011 (AT 3.30PM)
EARNEST MONEY DEPOSIT : Rs. 36,00,000/-
NO. OF PAGES : 68

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ISSUED BY : **DIVISIONAL MANAGER**
CANARA BANK
TECHNICAL CELL, EPC SECTION,
HEAD OFFICE(annex)
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CALENDER OF EVENTS

Sr No	EVENT	DATE	TIME
1	Date Of Issue	19-11-2011	
2	Date Of Pre Bid Meeting	25-11-2011	11.00 AM
3	Date of Submission	19-12-2011	3.00 PM
4	Date of Opening of Technical Bid	19-12-2011	3.30 PM
5	Date of STRESS Testing of machines	Will be intimated subsequently	
6	Date of opening of Financial Bid	Will be intimated subsequently	

REQUEST FOR PROPOSAL (RFP) FOR SUPPLY, COMMISSIONING AND MAINTANANCE OF DESKTOP NOTE SORTING MACHINES with 2+1 stackers.

Canara Bank a premier Indian Public Sector Bank having pan India presence wishes to procure the Desktop Sorting Machines for use at various Branches of the Bank. Sealed bids under two bids concept (Technical Bid and Financial Bid) are invited for supply and commissioning of Desktop Note Sorting Machines with facility to detect suspect currency notes as described in this document. A Firm submitting the proposal in response to this RFP shall hereinafter be referred to as Bidder.

Interested Bidders who are dealing in Supply, Commissioning and Maintenance of Desktop Note Sorting Machine with facility to detect suspect currency notes and meeting the following Eligibility Criteria may respond.

ELIGIBILITY CRITERIA

S.N	Criteria	Documents Required
1.	The Bidder should have minimum of 5 years experience in the activity of supply and maintenance of currency note sorting machines capable of detecting suspect notes	Manufacturer / Dealer Certificate. Order copies older than 5 years from the date of this RFP.
2.	Bidder must have a minimum of Rs. 10.00 Crore turnover per year during the last three financial years i.e. 2008-09, 2009-10, 2010-11 from currency note sorting machine Business.	Audited Balance Sheet and P & L Account for the last three years. Certificate from Chartered Accountant certifying the turnover of last three financial years i.e. 2008-09, 2009-10 & 2010-11 from currency note sorting machine business.
3	The Bidder should have supplied, within a period of 3 months from the date of acceptance of order, during the period from 01.11.2008 to 31.10.2011 the following note sorting machines with sorting speed of 15000 and above bank notes per hour or identical model: <u>At least 200 Desktop Note sorting machines</u> in a single contract to any Banks in India. OR <u>300 Desktop Note sorting machines</u> (total) in not more than Two separate contracts to	1. Purchase order copies issued by the Bank/ Banks since 01-11-2008. 2. Satisfactory completion certificate from Bank / Banks indicating the dates and quantities supplied in respect of the above mentioned purchase order.

	any Bank in India.	
4	<p>The Bidders desirous of quoting should have their own manufactured brand and plant in any part of the world for the note sorting machine and should have a permanent office or a subsidiary company in India.</p> <p>OR</p> <p>b) If the Bidder is not an Original Equipment Manufacturer (OEM) and only an authorized dealer, they should have valid authorization letter from their OEMs to deal/market their product in India and such authorization letter should be valid for a further period of minimum 8 years from the date of RFP</p>	<p>1. Declaration from the manufacturing company signed by the Competent Authority with details of address of manufacturing plant and address of Office / Subsidiary in India.</p> <p>2. Authorization letter from OEM as per Annexure C in case of authorised dealers.</p>
5.	The Bidder should be able to provide qualified service engineers for attending the problems if any during the Warranty/AMC period. The availability of services of the engineers for the proposed locations as per Annexure G should be ensured.	Qualified Engineers should be employee of the company. The Bidders to furnish their existing service centre infrastructure details like contact details with postal address, no. of engineers, jurisdiction of the engineer etc as per Annexure A 2.
6.	The Model quoted by the bidder should have been released /operational in the Market for at least 12 months before the date of this RFP.	Proof of orders to be submitted
7	The model quoted by the bidder should comply with the technical specifications as per Annexure - E and Annexure - F1	A test certificate from National Test House Chennai issued after the date of RFP should be furnished along with the technical bid as per the format given in Annexure F2.

Before submission of the offer, the Bidders are requested to read the following instructions and the terms and conditions.

A. GENERAL RULES & INSTRUCTIONS TO BIDDERS.

1. BIDDING PROCEDURE.

1.1. Contents of the bid.

1.1.1 Contents of the Technical Bid:

- a. All pages of this RFP as downloaded from the website duly signed on all pages.
- b. Masked price bid. This should be a photocopy of the actual Price Bid (**Annexure D**) with prices masked.
- c. Bidder's Covering letter. This should be as per Annexure A with list of clients where the model quoted is supplied.
- d. Power of Attorney / authorization with the seal of the bidder's company / firm in the name of the person signing the RFP documents.
- e. Authorization letter for attending the bid opening as per **Annexure B**.
- f. Earnest Money Deposit (EMD) in the prescribed form.
- g. Certificate from National Test House Chennai (see 11 below)
- h. Profile of the Company / Firm as per **Annexure A1 and A2**.
- i. **Documents in support of all eligibility criteria.**
- j. Technical Compliance Statement and model quoted as per **Annexure A3**.
- k. Technical Offer as per Specifications given in **Annexure E** should be complete with all the columns filled in
- l. Technical Documentation (Product Brochures, leaflets, manuals, drawings). An index of technical documentation submitted with the offer must be enclosed.
- m. Media containing the detailed pictures of the machine its dimensions and functioning of the machine etc.
- n. A detailed list of the other **site requirements** for commissioning and functioning of the machine covering space, ventilation, temperature, power requirement and other safety precautions.
- o. It is mandatory to furnish the make & model of the machine quoted.

1.1.2. Contents of the Financial Bid.

- a. Sealed Financial bid as per **Annexure D** which should contain all price information, including AMC details.

1.2 Submission of Bids

1.2.1. Technical Bid

The Technical Bid for Desktop Note Sorting Machines is to be sealed in a separate Envelope superscribed on the top of the cover as "RFP

-02/DNSM/11-12 - Technical Bid for Desktop Note Sorting Machines”. The Technical Bid must contain EMD/ Bank Guarantee. The bids submitted without EMD will be rejected. Placing of EMD in any other cover i.e Financial bid will make bid invalid and Bank shall disqualify such bids.

1.2.2. The Technical Bid should be complete in all respects and contain all information sought for. The Technical Bid **should not contain any price information.** The Technical Bid should be complete to indicate that all products and services sought for are quoted.

1.2.3. Financial Bid

The Financial Bid for Desktop Note Sorting Machine is to be sealed in a separate envelope superscribed on the top of the cover as **“RFP - 02/DNSM/11-12 - Financial Bid for Desktop Note Sorting Machines”.**

Financial Bid (also called price bid) shall be submitted as per Bill of Material and other terms and conditions of RFP on prices. The Financial Bid should give all relevant price information as per **Annexure D.** The Financial Bid must not contradict the Technical Offer in any manner.

Under no circumstances the Financial Bid should be kept in Technical Bid Covers. The bids will be rejected in case the placement of Financial Bid in Technical Bid covers.

1.2.4. All the pages of Bid including Brochures should be made in an organized, structured, and neat manner. Brochures / leaflets etc. should not be submitted in loose form. All the pages of the bid should be page initiated with Name, Seal and Signature of the Authorized Signatory. Signing on all pages of RFP will be treated as a confirmation of offer of having accepted the conditions.

1.2.5. The separately sealed envelopes containing Technical Bid and Financial Bid for Desktop Note Sorting Machines shall be placed and sealed in another big outer envelope superscribed on the top of the envelope as **“Offer for Supply of Desktop Note Sorting Machines in response RFP -02/DNSM/11-12 Dt.19.11.2011”.** The Name of the Bidder and due date for submission is to be specifically mentioned on the top of the envelope.

1.2.6. The bid/s should be handed over to **Senior Manager, Technical Cell, EPC Section, G A Wing, Canara Bank, Head Office(annex) , 3rd Floor, 29 K R Road, Basavanagudi Bangalore - 560 004, on or before 19.12.2011, 3:00 PM.** If last day of submission of bids is declared a holiday under NI

RFP -02/DNSM/11-12 DT. 19.11.2011

Act by the Government subsequent to issuance of RFP the next working day will be deemed to be the last day for submission of the RFP. No offer will be accepted by email or Fax.

1.2.7. Bidders / their authorised representatives are requested to be present during the opening of the bids. If any of the Bidders or all the bidders who submitted are not present during the specified date and time of opening it will be deemed that such Bidder is not interested to participate in the opening of the Bid/s and the Bank will proceed further with opening of the technical bids in their absence.

1.2.8 All the Bids shall be submitted in English Language in Font size 12 and above.

1.3 Opening of Bids.

1.3.1 The Technical Bid shall be opened in the presence of the Bidder's representatives present on **19.12.2011, at 3:30 PM at Technical Cell, EPC Section, G A Wing, Canara bank, Head Office(annex), 3rd Floor, 29 K R Road, Basavanagudi Bangalore - 560 004**, Bidder's authorised representative may be present in the venue well in time along with a copy of authorization (Original as per the format Annexure -B to be enclosed in Technical Bid) and sign in Tender / RFP Register during opening of Technical Bid.

1.3.2 The bidders may note that no further notice will be given in this regard. Further, in case the bank does not function on the aforesaid date due to unforeseen circumstances or holiday then the bid will be accepted upto 3.00 PM on the next working day and bids will be opened at 3:30 PM at the same venue on the same day.

2. DETERMINATION OF L-1 PRICE

2.1. The Financial Bids will be evaluated based on the total cost of the Desktop Note Sorting machine as per Bill of Material (i.e. **Annexure D**) and financial implications on AMC. i.e.the Present Value of the AMC cost offered for all the 7 years shall be added to the price of the Desktop Note Sorting Machine offered, for the purpose of evaluation of Price Bid and arriving at L1, L2 & L3. The Present Value(PV) for the AMC component per year will be calculated as per the following formula.

$$PV = \frac{C}{(1+r)^n}$$

Where 'C' is the annual AMC amount of each year

'r' is the Interest Rate which is at present 10.75%.

'n' is number of years i.e. n is 1 for First year 2 for Second year7 for Seventh year

A Example detailing the method of calculations is furnished in the Annexure - J

3. OFFER VALIDITY PERIOD.

3.1 The Offer submitted and the Price quoted therein shall be valid for **3 Months** from the date of opening of RFP i.e. technical bid and for such further period as may be requested for by the bank, and agreed to in writing by the bidder.

4. PROPOSAL OWNERSHIP

4.1 The proposal and all supporting documentation submitted by the bidder shall become the property of the Bank.

5. MODIFICATIONS AND WITHDRAWALS OF BID/S

5.1 Offer cannot be modified or withdrawn by a Bidder after submission of Bid/s. In case any modification required on account of clarifications in Technical bids, such modifications can be done with the prior approval of the bank.

6. PRE-BID MEETING

6.1 A pre-RFP meeting of the intending bidders will be held at **11.00 hours IST on 25.11.2011 at Technical Cell, EPC Section, G A Wing, Canara Bank, Head Office (annex), 3rd Floor, 29 K R Road, Basavanagudi Bangalore - 560 004** to clarify any point/doubt raised by them in respect of this RFP. No separate communication will be sent for this meeting.

All communications regarding points requiring clarifications and any doubts shall be given in writing to the **Divisional Manager Technical Cell, EPC Section, G A Wing, Canara Bank, Head Office(annex), 3rd Floor, 29 K R Road, Basavanagudi Bangalore - 560 004** by the intending bidders before **5.00 PM on 24.11.2011.**

6.2 Authorized representatives of interested bidders shall be present during the scheduled time with authorization letter. The Bank shall clarify the queries during the pre-bid meeting followed by confirmation in Banks website. No individual consultation / communications shall be entertained.

7. SCRUTINY OF OFFERS.

7.1 The Bank will scrutinise the Bid/s received to determine whether they are complete in all respects as per the requirement of RFP.

7.2 The Technical Bid will be evaluated only for those bidders who submit EMD in the same cover.

7.3 The Technical Bid submitted by the bidder will be evaluated based on the stipulated eligibility criteria and RFP Terms.

7.4. The bidders who all comply with the eligibility criteria and other Technical requirements of this RFP will be called for Stress Test and those bidders will have to install the machines at their cost for conducting the Stress Test.

7.5 The Financial Bid of only those bidders who qualify in Technical Bid and Stress test will be opened with due communication by the Bank.

8. CLARIFICATION OF OFFERS

During the process of scrutiny, evaluation and comparison of offers, the Bank may, at its discretion, seek clarifications from all the bidders/any of the bidders on the offer made by them. The request for such clarifications and the Bidders response will necessarily be in writing and it should be submitted within the time stipulated by the Bank, failing which the bids are liable for rejection.

9. NO COMMITMENT TO ACCEPT LOWEST OR ANY OFFER

9.1. The Bank is not bound to accept the lowest bid or any offer / bid or to assign any reason for non-acceptance. It also reserves its right to reject any or all the offers / Bids without assigning any reason thereof whatsoever.

9.2. The Bank will not be obliged to meet and have discussions with any bidder and /or to entertain any representations in this regard.

9.3 The bidder including those, whose RFP is not accepted shall not be entitled to claim any costs, charges, damages and expenses of and incidental to or incurred by them through or in connection with his submission of RFPs, even though the Bank may opt to modify/withdraw the RFP / Recall the RFP.

10. INCOMPLETE OFFERS WILL BE REJECTED.

10.1. The incomplete offers will be rejected without any further reference. Such rejections may take place in case of non-adherence to the format or partial submission of technical information as per the format given in the offer or not Furnishing the information sought for.

11. TESTING

11.1 The quoted model of Desktop Note Sorting Machine should have certificate from National Test House Chennai certifying complying with the technical specifications as per Annexure - E of this RFP document and suitability of the machine to sort bank notes according to the criteria laid down by RBI in

all respects. The bid without the satisfactory certificate as above will be rejected.

- 11.2 It will be the responsibility of the Bidder to take their Desktop Note Sorting Machine to National Test House Chennai. The cost of testing charges, transportation, insurance and any related expenses will have to be borne by the bidders and no reimbursement will be made to any of the qualified / unqualified bidders.
- 11.3 Apart from the testing detailed in Para 11.1 above , the bidders who all comply with the eligibility criteria and other Technical requirements of this RFP will be called for Stress Test and those bidders will have to install the machine at their cost and conduct the **On site stress test on the stipulated date continuously for 4 hours per day for a minimum period of two days at a selected Branch / Currency chest of the Bank to prove and establish the capacity and capability of the system as indicated by them in the RFP document. The details of the parameters for the Stress test are furnished in Annexure E.**
- 11.4 The dates and names of the branches/offices where the stress test is to be conducted will be intimated to the bidders subsequently.
- 11.5 The Stress test will be conducted in presence by the representative of the bidder. The Stress test results have to be jointly signed by the representative of the bidder, representative of the Bank.
- 11.6 If the vendor fails to carryout the Stress test, their offer will not be evaluated further.

12. ERASURES OR ALTERATIONS.

Offer shall be submitted on prescribed Form only, the documents downloaded from website have to be duly filled and submitted and no other format shall be used, except for Proformas which shall be submitted in the letter head. Wherever required, particulars can be submitted in annexure but such details shall be clearly mentioned in respective columns in the original document. All the documents, enclosures, and correspondence will form the part of contract. Offer in any other format other than the prescribed in this document shall be liable for rejection. The applicant shall submit an under taking in **Annexure - L** stating that no changes, alterations are made in the offer documents issued by the Bank or downloaded from the website and same is submitted to the Bank.

13. ALTERNATIVE OFFERS /BIDS.

A Bidder/s should specifically quote for one model and no alternate models should be quoted. Any bidder with multiple quoting for multiple models will be rejected. The model quoted should be mentioned in Annexure A-3 and Annexure D.

14. EARNEST MONEY DEPOSIT.

14.1 The bidder shall furnish Earnest Money Deposit (EMD) of Rs. **36,00,000/-** (**Rupees Thirty Six Lacs only**) by way of Demand Draft drawn on any scheduled bank in favour of Canara Bank, payable at Bangalore.

14.2. No interest is payable on EMD.

14.3 EMD can also be submitted in the form of Irrevocable Bank Guarantee. The same shall be issued by Scheduled Bank in India other than Canara Bank for Rs. 36 Lacs with validity for a minimum period of 6 months from the last date for submission of offer. The format for submission of EMD in the form of Bank Guarantee shall be as per **Annexure-H.**

14.4 The EMD should be placed in the Technical Bid only.

14.5 The EMD of the Bidders not qualified under Technical Bid and unsuccessful bidder in the financial bid will be returned.

14.6 The EMD of the successful bidder shall be returned within 7 days after signing of agreement and depositing of the Security Deposit as per cl. 9 of terms & conditions by the bidder .

14.7 The EMD may be forfeited/ Bank Guarantee may be invoked in the following instances :

14.7.1 - If the bidder withdraws or amends the bid during the period of bid validity specified in this document.

14.7.2 - If the successful bidder fails to sign the agreement and / or fails to furnish Performance Guarantee/ Security Deposit in accordance with the terms of this RFP with in 14 days from the date receipt of the Purchase Order from the Bank.

**DIVISIONAL MANAGER
G A WING, HO**

B. TERMS AND CONDITIONS

1. EFFECTIVE DATE

1.1 The contract shall come into effect from the date of receipt of purchase order by the successful bidder.

2. SCOPE OF SUPPLY / SCOPE OF CONTRACT.

The scope of purchase contract shall include Supply and delivery of machines securely packed in good condition commissioning, training to the Branch officials and maintenance of machines for 8 years (including warranty) thereof at various branches offices of Banks in India.

This RFP consists of following requirements.

Sl No	Item details	No. of Machines Required	Locations
1	Supply & Commissioning of Desktop Note Sorting Machines confirming to the Technical Specifications as per Annexure E and maintenance for 8 years.	200 Nos (Two hundred only)	The Details of the tentative Branches locations where the machines are required is furnished in Annexure-G.

It may be noted that the requirement given in this RFP is indicative only and Bank will have the option to purchase 10% more or less than the quantity specified in this RFP at the same price and the Terms & Conditions of the RFP.

2.3 Definition: The definitions of the words used shall be as follows:

Bidder - Firm participating for subject RFP.

Bank - Canara Bank.

Branches - Canara Bank's Branches.

Note - Currency Note issued by RBI.

Contract - Agreement / Order between Bank and lowest bidder.

Machine : Desk top Note sorting Machine (DNSM) - 2+1 stackers .

Vendor : Successful bidder on whom the Purchase Order is placed by Bank.

3. TIME PERIOD.

- 3.1 The supply and commissioning of the machine has to be completed within a period of **3 (Three) months** from the date of receipt of the Purchase order by the bidder .
- 3.2. Time is the essence of the Contract. Time Period for delivery and commissioning shall be firm and binding on the bidder / vendor.
- 3.3. The successful bidder shall co-ordinate the activities relating to provision of infrastructural facilities within the scope of the Bank. Such facilities shall be specifically listed out by the Bidder at the time of submission of the RFP.
- 3.4. The delay in commissioning of the machines will attract Liquidated Damages as per clause 7 of the terms & conditions of RFP.
- 3.5 The warranty period will start from the date of commissioning of the Desktop Note Sorting Machine certified by the Bank in writing.

4. PRICE.

- 4.1. The Price/s quoted for supply & commissioning of the Desktop Note Sorting Machine must be made in Indian Rupees only and shall include the following:
- All duties and importing cost.
 - All the applicable Taxes like CST/LST/VAT/Service Tax except Octroi / Entry Tax. The bank shall reimburse the actual Octroi / Entry Tax paid subject to production of the original receipts issued by concerned Government authorities.
 - Cost of any other Miscellaneous items supplied by the Bidder for functioning of the machine if any.
 - Packing, Transportation and Forwarding charges to the site.
 - Commissioning charges, if any.
 - Local levies in the country of origin and shipment
 - Minimum of One-Year Comprehensive On-site Warranty from the date of commissioning for the machine including free preventive service once in three months.
 - Future Up gradations issued by the RBI / Bank for total eight years (1+7) years.
- 4.2 If the bidder fails to include any other expenditure/item in the RFP, no claim thereof will be considered by the bank afterwards.
- 4.3 The AMC prices shall be firm and binding without any escalation whatsoever for entire period of 7 years of contract after warranty period of one year.

4.4 No escalation in price is permitted for any reason whatsoever. Prices quoted must be firm till the completion of the contract i.e. supply, testing, commissioning, warranty period and AMC period.

5. **AGREEMENT:** The Successful bidders shall sign an agreement on bank prescribed format as per Annexure I with the Bank within 14 days from the date of receipt of Purchase Order.

6. DELIVERY, TESTING & COMMISSIONING

6.1. The delivery has to be made at the locations detailed in **Annexure G**

6.2. In the event of any change / modification in the locations where the Note Sorting Machine is to be delivered, the bidder in such cases shall deliver, install and commission at the modified locations at no extra cost to the Bank. However if the Note Sorting Machine is already delivered, and if the modification in location is made after delivery, the bidder shall carry out commissioning at the modified location and the Bank in such cases shall bear the shifting charges / arrange shifting. The Warranty / AMC should be applicable at the altered locations also.

6.3 The order will be deemed as incomplete if any component of the desktop note sorting machine is not delivered or is delivered but not installed and / or not operational or not acceptable to the Bank after acceptance testing / examination. In such an event, the supply and commissioning will be termed as incomplete and desktop note sorting machine will not be accepted and the warranty period will not commence. The machine will be accepted only after complete commissioning of the machine.

6.4 If the Bidder fails to deliver and / or commission the Desktop Note Sorting Machine ordered within the stipulated time schedule or by the date extended by the Bank, the same shall be treated as a breach of contract. Partial supply of the ordered quantity shall also be considered as breach of contract. In such case, the Bank may invoke the proportionate amount of Security Deposit / Bank Guarantee.

6.5 The Bank will not arrange for any Road Permit / Sales Tax clearance for delivery of machine to different locations and the Bidder is required to make the arrangements for delivery of machine to the locations as per the list of locations /items provided from time to time by the Bank. However, the Bank will provide letters / certificate / authority to the Bidder, if required.

Import / Export license, if any required shall be arranged by the bidder only on his own, at his own cost. Failure to obtain required licence from the competent authority will not be considered as Force majeure.

6.6 Commissioning of the Desktop note sorting machine will be deemed as complete only when the same is certified by the Branch In charge in accordance with the Terms & Conditions of this RFP.

6.7. **Post Delivery Test:** The Bank reserves the rights to test i.e. both technical and stress test at least one out of 50 machines after delivery at site. The selection of the machines for testing shall be random selection at Banks discretion. The cost of such testing and related expenses shall be borne by the Bank. Any failure of the machines to meet the rules, terms and conditions of RFP as a result of post delivery tests either fully or partially, will Empower Bank to reject all the machines supplied to Bank against the purchase order of this RFP. In such events the bidder shall supply new machines on the same rules, terms and conditions of the RFP. Any delay due to such failure will attract Liquidated Damages as stipulated in this RFP and no extensions will be permitted.

7. LIQUIDATED DAMAGES FOR DELAY

7.1 If the bidder fails to deliver and commission the machines within the specified time, the Bank shall have the option to accept or reject the machine delivered by the bidder after the expiry of the time period specified in the RFP. In case of acceptance of the delayed commission, the bidder shall be liable to pay the Bank the following amount as Liquidated damages at the rates specified below, for each completed week of delay or part thereof, on the cost price of the machine as per item 1 of BOQ.

Liquidated Damages per week of delay or part thereof	1.0% (one per cent) of the cost of the Machine (i e item 1 of BOQ) per week subject to a maximum of 10% of the cost per machine (i e item 1 of BOQ)
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For the purpose of this clause, Supply & Commissioning at each location shall be treated as separate entity.

7.2. The bidder agrees and considers that the liquidated damages set out herein above are fair and reasonable and that he will raise no objection or dispute with regard to the bank's right to recover the liquidated damages.

7.3. The liquidated damages shall be deducted / recovered by the bank from any money due or becoming due to the bidder under this purchase contract or may be recovered by encashment of bank guarantees or otherwise from bidder.

8. TERMS OF PAYMENT

The following terms of payment shall be applicable to this contract.

- 8.1. Bank will not pay any advance.
- 8.2. Payment shall be made after completion of Satisfactory Post delivery test as per clause 6.7 of the Terms and Conditions.
- 8.3. 80% of the Invoice value against receipt of the machines at respective sites, and completion of commissioning against submission of the following:
 - a. Vendor's signed Financial invoice (IN DUPLICATE)
 - b. Manufacturer's Inspection and Test certificates.
 - c) Commissioning Certificate signed by the Branch In charge as per Banks approved format.
- 8.3. 20% of Invoice value on completion of 2 months of satisfactory functioning and submission of certificate from the Branch head / in charge as per bank's approved format OR Alternately release of payment of 100 % of the invoice value against commissioning and submission of above documents and a Bank Guarantee from a Scheduled Bank other than Canara Bank, for 20% invoice value for a period of 2 Months from the date of installation. In case of payment against BG , Bank shall reserve the right to invoke the BG if machine fails to function satisfactorily during these 2 months.
- 8.4. For the purpose of payments, supply and commissioning at each location will be treated as a separate entity.

Please note that Bidder's Signed Financial Invoice, Delivery Proof and commissioning Reports duly signed by bank officials of the respective branch / office should be submitted in originals only while claiming payment in respect of orders placed.

9. SECURITY DEPOSIT.

- 9.1. The successful bidder should submit a Security Deposit for **10 % value of the contract** within fourteen **days** from the date of receipt of the Banks' purchase order. If the Security Deposit is not submitted within the stipulated time, Bank reserves rights to cancel the order and forfeit the EMD.
- 9.2. The successful bidder should submit Security Deposit by way of DD drawn on Canara Bank or Performance Bank Guarantee issued by a Scheduled Bank in India other than Canara Bank. No interest shall be payable by the Bank on the above security deposit. The format of performance BG is shall be as per **Annexure K**

- 9.3. Security deposit if submitted in the form of Performance Bank Guarantee, the guarantee period should be valid for 15 months from the date of placing the order or till expiry of warranty period, whichever is later. The guarantee should also contain a claim period of three months from the last date of validity.
- 9.4. 50% of the security deposit / bank guarantee will be returned to the bidder / vendor within 15 days after completion of warranty period subject to satisfactory performance of the machines as per the RFP rules, terms & conditions and deducting the recoveries if any. The Balance 50 % of the security deposit shall be retained by the Bank for the duration of AMC period of 7 years for due performance of the AMC. In case of the performance BG the vendor shall submit a fresh BG for the revised amount and the period.
- 9.5. The selected bidder shall be responsible for extending the validity date and claim period of the Bank guarantees as and when it is due, on account of incomplete work and unsatisfactory performance during the warranty period.
- 9.6. The Bank shall invoke the Bank guarantee before the expiry of validity, for breach of contract and or if the guarantee is not extended, or if the selected bidder fails to complete his obligations under the contract. The proceeds of the guarantee shall be payable to the Bank.

10. ORDER CANCELLATION.

The Bank reserves its right to cancel the entire / unexecuted part of Purchase Order at any time by assigning appropriate reasons in the event of one or more of the following conditions treating it as default / non performance of the contract:

1. Fails to accept the purchase order within the specified time .
2. Fails to sign the agreement within the specified time.
3. Fails to deposit the Security deposit /performance Guarantee within the specified time.
4. Delay in delivery beyond the specified period.
5. Partial Delivery.
6. Serious discrepancies noted in the items delivered.
7. Breaches in the terms and conditions of the Order.

In addition to the cancellation of purchase order, the Bank shall invoke the Bank Guarantee or forfeit the Security Deposit given by the bidder towards non performance/non compliance of the terms and conditions of the contract, to appropriate the damages to the extent of number of machines not delivered, defective machines.

11. SOFTWARE, DRIVERS AND MANUALS.

- 11.1. The bidder shall supply along with each Desktop Note Sorting Machine ordered, all the related documents and necessary media of the software loaded in the machine without any additional cost. The media and documents shall be in English. These will include but not restricted to User Manual, Operation Manual, Other Software and Drivers etc.
- 11.2. All related documents, manuals, catalogues and information furnished by the bidder shall become the property of the Bank.

12. WARRANTY.

- 12.1 The entire machine including its accessories etc. shall be under Comprehensive Onsite Warranty covering all parts, maintenance or support for its proper operation, performance and output as specified in the RFP for a **Period of 12 months** from the Date of satisfactory commissioning of Machines and Certified by the Branch In Charge in writing.
- 12.2 The supplied machine shall be free from defective material and workmanship and any shortfall/defect that may appear/be detected within 12 months from the date of site acceptance, which in the opinion of the Bank has arisen from bad design, material and/or workmanship, shall upon intimation to the bidder, be made good at the bidder's own risk within 2 days.
- 12.3 During the said warranty period of 12 months, the bidder shall without any extra cost, carry out all routine and special maintenance of the Desktop Sorting Machine and attend to any difficulties/defects/replacements that may arise in the operation of the system. There should be regular **preventive maintenance at least once in three months**.
- 12.4 The Bidder should further guarantee that the Desktop note Sorting Machine shall be brand new and based on proven and established technology and shall be suitable for Indian conditions.
- 12.5 The defective or replaced parts shall be returned to the Bidder upon request and at his cost and responsibility. The Bank will, however, render such assistance in the matter as will expedite the same.
- 12.6 If the Bidder on account of the defects and/or repairs replaces certain items by changing the design or materials, such change shall not reduce the performance of the equipment as per the technical specification.
- 12.7 The issue of commissioning, certificate/inspection certificate/approval by the Bank shall in no way relieve the Bidder from the provisions of this clause.

12.8 If the bidder does not rectify either by repair or replacement, such defects and put back the machine into satisfactory operation within 2 working days from the date of notice by the Bank or does not complete the said rectification with reasonable diligence , a penalty of Rs.1000/- per day per machine subject to a maximum of cost of machine will be levied and deducted from the security deposit or such other/any other sums payable to the bidder. If the machine cannot be repaired within the stipulated time, the bidder shall arrange for a standby machine.

12.9 Bank reserve rights to forfeit the Security Deposit deposited by the vendor incase of any breach / deviations on part of vendor on any service related issues or warranty issues or any breach in the contact during warranty period.

13. ANNUAL MAINTENANCE CONTRACT.

13.1 The Bank, at its discretion may enter into Annual Maintenance Contract with the bidder.

13.2. The support for maintenance of Desktop Note Sorting Machine supplied should be available for a minimum period of 7 years after warranty period by the bidder.

13.3. The Bidder shall quote his rates per year per machine for all inclusive (comprehensive) maintenance service **inclusive of Taxes, Charges Fee /Service tax** after the expiry of Warranty period, for minimum period of Seven years.

13.4. The rate of AMC must be quoted both in words and figures in the Financial Bid separately for maintenance contract (which shall cover replacement of defective parts) for 7 years after the expiry of warranty.

13.5. The AMC Charges should cover the regular maintenance of the machine, cost of the replaced parts, consumables and also the manpower cost except electrical power . It may be noted by the bidder that Bank will not provide any kind of assistance in the form of men/material and the Bidder will have to make his own arrangements for deputing the required skilled manpower including all necessary spares for setting right the reported/observed defects. These rates shall remain firm and valid for a period of **Seven years** from the date of expiry of the warranty period.

Repairs to the Machines and trouble shooting of software in the event of any breakdown, the scope of the contract shall include all costs, transport, handling, insurance charges and including all taxes, duties, levies for the following.

13.5.1. Preventive maintenance like periodical servicing, trouble shooting, settings, adjustments, cleaning, oiling, greasing at periodical intervals to ensure (i) smooth and trouble free working of the system and (ii) the performance of the machine at the contracted capacity.

- 13.5.2 Troubleshooting, settings, adjustments including cost of repair/supply of spares/ components/ sub-systems.
- 13.5.3 The bidder has to update the features of the Desktop Note Sorting Machine as per the guidelines issued by the regulator (RBI) regarding the matter related to issue/sorting/quality etc., of currency notes from time to time, free of cost.
- 13.6. AMC Payment will be made once in a quarter after satisfactory completion of service during the period.
- 13.7. Any breakdown of the machine/ shortfall in its performance will be intimated to the bidder by the Bank and the bidder shall attend to the fault and rectify the same within 2 working days of reporting the fault. If the machine is not put back into satisfactory operation within 2 working days, a penalty at the rate of Rs 1000/- per working day per machine subject to a maximum of Rs 1.50 lakh per machine will be imposed and the same will be deducted from the AMC charges payable or from the security deposit/performance guarantee.
- 13.8. The Bank shall have the option to terminate the service contract any time during the contract period by giving a written notice of 3 months, without assigning any reason thereof. However, the contractor shall commit himself to the service contract for a minimum period of 7 years, unless the service contract is terminated by the Bank and bidder will have no right to terminate the contract within this period.
- 13.9. Bank reserve rights to forfeit the Security Deposit deposited by the vendor in case of any breach / deviations from the vendor side on any service related issues or any breach in the contract during AMC period.
- 13.10. There should be a preventive maintenance during the AMC period, such preventive maintenance should be at least once in three months.

14. TRAINING.

The successful bidder shall associate the Bank's staff during the installation, commissioning and testing of the Desktop Note Sorting Machines. The successful Bidder shall train Bank's staff in proper Operation, Trouble identification, Trouble shooting and routine maintenance of the Desktop Note Sorting Machine for each and every location on a mutually agreed Date & Time.

15. LOCAL SUPPORT.

The bidder should be capable of meeting the service & support standards as specified in this RFP. Service support should be available during all Bank working days/ hours.

16. PATENT.

The bidder shall indemnify, 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 Desktop Note Sorting machine supplied by them.

17. PUBLICITY.

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

18. GUARANTEES FOR SOFTWARE.

The bidder should guarantee that the Desktop Note Sorting Machine delivered to the Bank are brand new, including all components. In the case of software, the bidder should guarantee that the software supplied to the Bank is licensed and legally obtained. All hardware and features must be supplied with their original and complete printed documentation.

19. SPARE PARTS

The bidder will make the spare parts for the Desktop Note Sorting Machine available for a minimum period of 7 years after warranty period.

If any of the peripherals / components are not available during the warranty / AMC period, the substitution shall be carried out with peripherals / components of equivalent or higher capacity.

20. NEGLIGENCE.

In connection with the contravenes the provisions of General Terms, If the bidder neglects to execute the order with due diligence or expedition or refuses or neglects to comply with any reasonable order given to him in writing by the Bank, in such eventuality, the Bank may after giving notice in writing to the bidder calling upon him to make good the failure, neglect or contravention complained of, within such times as may be deemed reasonable and in default of the said notice, the Bank shall have the right to cancel the Contract holding the bidder liable for the damages that the Bank may sustain in this behalf. Thereafter, the Bank may make good the losses at the risk and cost of the Contractor.

21. RESPONSIBILIY FOR COMPLETENESS

Any supplies and services which might not have been specifically mentioned in this RFP but are necessary for the design, engineering, manufacture, supply, installation, testing, commissioning, performance or completeness of the order, shall be provided / made available as per the time schedule for smooth and efficient operation and maintenance of the system under Indian condition.

The Bidder shall be responsible for any discrepancies, errors and omissions in the drawings or other information submitted by him irrespective of whether these have been approved, reviewed or otherwise accepted by the bank or not. The bidder shall take all corrective measures arising out of discrepancies, error and omission in drawings and other information as mentioned above within the time schedule and without extra cost to the bank.

22. FORCE MAJEURE

The bidder 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 bidder, i.e. Force Majeure.

For the purpose of this clause, "Force Majeure" shall mean an event beyond the control of the bidder, 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 bidder, resulting in such a situation.

In the event of any such intervening Force Majeure, the Bidder shall notify the Bank in writing of such circumstances and the cause thereof immediately within five calendar days. Unless otherwise directed by the Bank, the Bidder 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 Bank and the Bidder shall hold consultations with each other in an endeavor to find a solution to the problem.

Under no circumstances the bidder will be entitled to any compensation, damages or extra cost. Notwithstanding above, the decision of the Bank shall be final and binding on the Bidder.

23. RESOLUTION OF DISPUTES.

All disputes and differences of any kind whatsoever, arising out of or in connection with this Offer or in the discharge of any obligation arising under this Offer (whether during the course of execution of the order or after completion and whether beyond or after termination, abandonment or breach of the Agreement) shall be resolved amicably. In case of failure to resolve the disputes and differences amicably the matter may be referred to a sole arbitrator mutually agreed upon after issue of at least 30 days notice in writing to the other party clearly setting out there in the specific disputes. In the event of absence of consensus about the single arbitrator, the dispute may be referred to joint arbitrators; one to be nominated by each party and the said arbitrators shall appoint a presiding arbitrator. The provisions of the Indian Arbitration and Conciliation Act, 1996, shall govern the arbitration. In case the Proposal is not received as required above on or before the said date and time, Bank shall presume that bidder is not interested proceeding with the dispute. The venue of arbitration shall be Bangalore, INDIA.

24. JURISDICTION

The Purchase Contract / Annual Maintenance Contract shall be governed by the Laws and Regulations of India for the time being in force and will be subject to the exclusive jurisdiction of the Courts in Bangalore, India.

25. UPGRADATION

Features should be upgradeable so as to incorporate the additional/new features of Bank Notes as and when introduced by RBI and also should be capable of sorting a particular series as soiled notes as directed by the Bank/ RBI . Bidder to provide necessary features for all denominations of bank notes in Desktop Note Sorting Machine for detection of suspect notes.

**DIVISIONAL MANAGER
G A WING, HO**

Covering letter format

Offer Reference No: Date:

To

Divisional Manager,
Technical cell,
E P C Section,
G A Wing, Canara Bank
Head Office Annexe,
29 K R Road, Basavanagudi
Bangalore - 560 004

Dear Sir,

RFP Ref: RFP -02/DNSM/11-12- DT: 19-11-2011

Having examined the RFP document including all Annexure the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply, deliver and commission Desktop Note Sorting Machine and maintain them in conformity with the said RFP in accordance with the schedule of prices indicated in the Financial offer and made part of this offer.

If our offer is accepted, we undertake to complete delivery, installation, commissioning and handing over the Desktop Note sorting Machine to the Bank within three months for all locations as specified in the offer document.

We enclose a Demand Draft /Bank Guarantee in lieu of EMD for Rs. 36,00,000/- in favour of Canara Bank as EMD.

We agree to abide by this offer till 3 months from the date for opening of the RFP and for such further period as may be requested for by the bank, and agreed to in writing by us. We also agree to keep the Earnest Money Deposit/Bank Guarantee in lieu of EMD during the entire validity period of the RFP. However if we withdraw our offer within the said validity period, you shall have the right to forfeit the EMD/invoke the Bank Guarantee in lieu of EMD, without reference to us. We agree to abide by and fulfill all the terms and conditions of the RFP and in default thereof, to forfeit and pay to you or your successors, or authorized nominees such sums of money as are stipulated in the conditions contained in RFP together with the return acceptance of the purchase contract for supply of the Desktop Note Sorting machines.

RFP -02/DNSM/11-12 DT. 19.11.2011

We enclose a list of clients in India (giving their full addresses) where the model quoted by us now have been supplied by us and the name and addresses of our Bankers.

We also confirm that we have not been disqualified by any PSU bank for supply of Desktop Note sorting Machine.

Our PAN number for Income Tax is _____.

We are registered with the Sales Tax/Service Tax authorities and our registration numbers are as follows.

Sales Tax/VAT Registration Number is _____.

Service Tax Registration Number is _____.

We accept all the Instructions and Terms and Conditions of the subject RFP.

We understand that the Bank is not bound to accept the lowest or any offer the Bank may receive without assigning any reason whatsoever.

Dated this _____ day of _____ 2011

Signature. _____

Signature of the Authorized Signatory with date & seal

ENCLOSED : 1) EMD : DD No.s

BG No.

Particulars of Bidders / Manufacturer

Sr No	Particulars	
A	Company/Bidder Profile	
1.	Name of the Bidders/Firm Company	
2.	Constitution	
3.	Date of Establishment/Incorporation	
4.	Address Registered Office Corporate Office	
5.	Telephone No FAX No E-mail Address Website	
6.	Sales Turnover 2008-2009 2009-2010 2010-2011	
7.	Domestic Customer Base (Number of Sorting Machines installed in India)	
8.	Service Net Work (Number of Service Centres in) North India South India East India West India Central India	

Sr No	Particulars	
B.	Manufacturer's Profile	
1.	Name of the Manufacturing Company	
2.	Constitution of the Manufacturing Company	
3.	Date of Establishment/Incorporation of the Manufacturing Company	
4.	Address of the Manufacturing Company Registered Office Corporate Office	
5.	Telephone No FAX No E-mail Address Website	
6.	Nature of Relationship of your company with the Manufacturing Company. Subsidiary of the Manufacturing Company/Division of Manufacturing Company/Sole Distributor/Non Exclusive Distributor/Agent/Others Please Specify	
7.	Experience of the Manufacturing Company in Sorting Machines	

Signature of the Authorised Signatory with date & seal

Details of Offices/ Branches /Service Centers

Sr No	Place	Postal Address	Contact Details (including Name of In charge and his contact no.email etc)	Service Facilities Available (Describe)	No of Engineers	Jurisdiction
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Signature of the Authorised Signatory with date & seal

Technical compliance Statement

Declaration

We hereby undertake to agree to abide by all the terms & conditions stipulated in the RFP document

We certify that the systems / services offered by us for RFP conform to the specifications stipulated in the RFP form

We have quoted for the Model.....

Signature of the Authorised Signatory with date & seal

ANNEXURE - B

Authorization letter format

To

Divisional Manager,
Technical cell,
E P C Section,
G A Wing, Canara Bank
Head Office Annexe,
29 K R Road, Basavanagudi
Bangalore - 560 004

Dear Sir,

SUB: Authorization Letter for attending the Bid Opening

REF: YOUR RFP NO: - _____ Dt _____.

This has reference to your above RFP for supply of _____. Mr.
Miss/Mrs. _____ is hereby authorized to
attend the bid opening of the above RFP _____ DT: _____ on

on behalf of our organization.

The specimen signature is attested below :

Specimen Signature Of Representative

Signature of Authorizing Authority

Signature of Attesting Authority

Name of Authorizing Authority

Signature of the Authorised Signatory

Manufacturer's Authorization Form

No. _____ . dated. _____ .

To

Divisional Manager,
Technical cell,
E P C Section,
G A Wing, Canara Bank
Head Office Annexe,
29 K R Road, Basavanagudi
Bangalore - 560 004

Dear Sir,

RFP Reference No. _____

We _____ who are established and reputed manufacturers of _____ having factories at _____ and _____ do hereby authorize M/s _____ (Name and address of the Agent/Dealer) to offer their quotation, negotiate and conclude the contract with you against the above invitation for RFP offer.

We hereby extend our full guarantee and warranty as per terms and conditions of the RFP and the contract for the equipment and services offered against this invitation for RFP offer by the above firm and will extend technical support for a period of 8 years from the date of submission of this RFP.

Yours faithfully

(Name)

For and on behalf of
M/s _____

(Name of Manufacturers)

Note: This letter of authority should be on the letterhead of the manufacturing concern and should be signed by a competent person of the manufacturer.

ANNEXURE - D

Bill of Material and Price Schedule

Supply and commissioning of the Desktop Note Sorting Machine (2+1):

Model Quoted :

S.No	Description of Items	Unit Measurement	Quantity	Rate Per unit (Rs)	Amount / Total Cost (Rs)
1	Cost of the Desktop Note Sorting Machine with all the required hardware, software, and other miscellaneous items as per RFP including, transportation, Commissioning of the machine at site with 12 months of warranty and service during the warranty all as per this RFP. The Price should be inclusive of all applicable Import cost / Excise Duty and all taxes like CST/LST/VAT Service Tax etc and excluding Octroi / Entry Tax.	Nos.	200		
2	Annual maintenance Charges inclusive of all taxes, charges, fees.				
2.1	AMC for the 1st year (after warranty period of 12 months)		200		
2.2	AMC for the 2nd year		200		
2.3	AMC for the 3rd year		200		
2.4	AMC for the 4th year		200		
2.5	AMC for the 5th year		200		
2.6	AMC for the 6th year		200		
2.7	AMC for the 7th year		200		

Authorised Signature on behalf of the Bidder with full Name.

Notes:

- This bill of material including these Notes, duly filled up and signed, shall be submitted as Financial Bid in a separate sealed envelope as detailed in Instructions to Bidders. A photocopy of the Financial Bid with the prices masked shall be attached in Technical Bid as 'masked price bid'. Technical Bid without 'masked price bid' will be liable for rejection.
- Bidder must take care in filling price information in the Financial Offer, to ensure that there are no typographical or arithmetic errors. All fields must be filled up correctly.
- All the above prices should be inclusive of all imports cost , duties, excise duty, Applicable Taxes like CST/VST/VAT/Service Taxes, except octroi & entry tax which will be paid by Bank on actuals .
- The AMC charges shall be inclusive of all taxes, charges, fees .
- The Present Value (PV) of the AMC price offered for all the 7 years shall be added to the price of the Machines offered, for the purpose of evaluation of the price bid and arriving at L1. The Present Value (PV) for the AMC component will be calculated as per the following formula:

$$PV = \frac{C}{(1+r)^n}$$

Where 'C' is the annual AMC amount of each year

'r' is Interest Rate presently it is 10.75%.

'n' is 1 for 1st year, 2 for 2nd year 7 for 7th year

We understand that the above-mentioned figure is for price-comparison purpose only and the bank will pay on actual, taking into account the unit prices quoted by us.

We confirm that we have quoted for 7 years post warranty AMC rates (as per terms and conditions of the RFP), giving the rates/price in our Financial Offer.

Date:

Place:

Signature
(name)
on behalf of

(Name of the bidder)

Annexure - E

TECHNICAL SPECIFICATIONS

Functions to be performed by the DNSM - 2+1

Sorting Requirements Bidder's confirmation

Quality Wise	The machine must be able to sort the notes into ATM fit/fit/unfit/reject/suspect notes after checking authenticity of banknotes. Broad Parameters on which the machine has to classify the notes as clean notes are as under: ❖The note is clean i.e. not soiled, not discolored, not tainted etc. ❖The notes do not contain more than one figure graffiti i.e. scribbling. ❖The notes do not contain large number of pinholes in the watermark area. ❖ Any note containing Ashoka Pillar Series notes, banknotes of Rs.500 and Rs.1000 denomination of Mahatma Gandhi (MG) Series 1996 would not be a clean note and has to be sorted as soiled notes. ❖The note does not contain any tears or tapes, ❖The notes do not have any missing portion. ❖All the latest Circular of RBI on clean Note Policy are to be adopted in the machines and the Notes are to be accordingly sorted.	
Denomination wise	Yes	
Emission/Series wise	Yes (eq:- Gandhi & Ashoka Pillar series sorting)	
Suspect	DSNM should be capable of detecting Suspect notes.	
Orientation	Yes	
Handling of currency notes of all denominations	Capable of handling Rs.10 to Rs1000 denomination notes and also any new sizes to be introduced by RBI in future.	
Mix Denomination	Yes (sorting of INR 10, 20, 50, 100, 500 &...1000 . together)	

Currency note detection: Requirements Bidder's confirmation

Suspect Notes	UV & IR properties, Fluorescence & Phosphorescence, Hard & soft coded magnetic security features in Ink & Security threads, Electrical & Magnetic conductivity of Security thread. All the above parameters, the machine should be capable of being configured as RBI/Banks requirements	
Non Issuable notes - surface/ corners/tear/ colour balance, thickness etc	Soiled, Missing parts, Dog ears or Missing corners, Z folds, Tear length/area, Holes, Adhesive tape, Thickness & Multiple items, Size (dimensions), Limpness, Stains, Format. Gandhi / all Ashoka Pillar series should be sorted as soiled notes.	
Banknote Recognition Detector	All known/available Indian denominations & emissions are to be detected by machine as per the RBI specifications. The machine should be adaptable to various visible & non-visible features of the Bank Notes-like: Print pattern/format, Magnetism, Printed image/issue & size.	
Sensor system for full scan of both sides of currency notes	Yes(should scan both sides of currency note)	
Display counter for number of notes sorted	Yes - Should be available.	
Stress Test	Location: Any currency chest of our Bank in Bangalore. This test is conducted to check the suitability of the machine to work continuously for long hours. The test shall be conducted under conditions similar to those that are available in normal branches and currency chests. The Stress test shall be conducted as per the ' Test Procedures' mentioned in this RFP.	
Consistency & Reliability	The Note Sorted in each stackers shall be consistent and the variations shall not be more than 5% in each Stacker. The test for checking this test shall be conducted as per the ' Test Procedures' mentioned	

	in this RFP.	
Particulars	Specifications / Features required for procurement of Desk Top Note Sorting Machines capable of detecting suspect notes.	
Machine Structure	Singular - with feasibility for installation on desk (table)	
No. of stackers & features	2+1 Separate pockets/stacker for suspect notes, ATM fit/fit/soiled notes and other different combinations as decided by the bank. Availability of alert alarm indication when stacker is full Configuration of the stackers as per requirement of the Bank.	
Hopper Size	500 loose Note with continuous top up capability	
Processing Speed	15000 and above Bank notes per hour (Through put) No extra weightage shall be given for a capacity higher than that prescribed.	
Speed Test	<u>Test procedure:</u> A known number (N), not less than 1000, of used bank notes of a particular denomination containing fit, soiled and reject notes shall be used for testing. The time taken in seconds (T) to process the notes will be noted and speed will be calculated using the formula, Speed (S) in notes per hour = $3600N/T$. The test should be repeated with other denominations. The average speed of all denominations shall be taken as the speed of the machine.	
Numerical count	Option of free counting in counting mode irrespective of sorting	
Cascading	Packet of 100 (even smaller) to the maximum of 200 notes.	
Dimensions	Compact and should be able to be mounted on table.	
Alert alarm	Indication by blinking LED & beep, when stacker for respective class is full.	
Sensors	Sorting Machine should have the	

	<p>necessary sensors capable of detecting and checking various visible & non-visible features of Indian banknotes like print pattern, format, Size, printed image, emission and soilness. Sensors should scan both sides of the Bank Notes.</p>	
Sorting	<p>Sorting Parameters:</p> <ul style="list-style-type: none"> • ATM • Fit / Customer Issuable • Mahatma Gandhi(1996 Series) / Ashoka Pillar notes to be separated and should go to soil notes stackers • Non Issuable / Soiled Notes should be automatically sorted as Soiled notes and should go to Soiled notes stacker) • Orientation Sorting. (All non-oriented notes should go into reject pocket) • Suspects Notes should go into reject pocket <p>All the above parameters should be capable of being configured as per RBI/Bank's requirements.</p> <p>Any other series of notes phased out by RBI as on date are to be sorted as non issuable notes.</p>	
Authentication	<p>Infrared Properties , UV-dull paper, Fluorescence/ Phosphorescence, Magnetic security features in ink and security threads, Thickness and Multiple items, Presence of Security thread</p> <p>All the above parameters, the machine should be capable of being configured as per RBI/Bank's requirements.</p>	
Authenticity check	<p>The machines shall check authenticity of notes with reference to the features of genuine notes as disclosed by the</p>	

	Reserve Bank of India from time to time. The authenticity test shall be conducted as per the ' Test Procedures' mentioned in this RFP.	
Fitness Sorting	<p>Machine should be capable to detect an unfit or soil note.</p> <p>An unfit note is a note that is not suitable for recycling because of its physical condition. A fit note must pass all the fitness parameters laid down by RBI as detailed in Annexure F -1 of this RFP document otherwise it will be classified as unfit.</p> <p>The Fitness sorting test shall be conducted as per the ' Test Procedures' mentioned in this RFP.</p>	
Upgrade Features /	<p>Features should be upgradable so as to incorporate the additional/new features of Bank Notes as and when introduced by RBI and also should be capable of sorting a particular series as soiled as and when such decision is taken by RBI.</p> <p>Bidder to provide necessary features for all denominations of bank notes in Desktop Note Sorting Machine for detection of suspect notes.</p>	
RBI guidelines on sorting the notes	The machine should full fill all the technical parameter issued by RBI up to date	

TEST PROCEDURES

Authenticity check

Signature of the Authorised Signatory

Test procedure: A known number (not less than 10) of suspect notes, which do not have one or more of the features of genuine notes and which are otherwise in good condition, shall be mixed with about 1000 notes fit for circulation and shall be processed. The machine should detect all the suspect notes.

The test should be repeated with all denominations.

Speed Test:

Test procedure: A known number (N), not less than 1000, of used bank notes of a particular denomination containing fit, soiled and reject notes shall be used for testing. The time taken in seconds (T) to process the notes will be noted and speed will be calculated using the formula, Speed (S) in notes per hour = $3600N/T$. The test should be repeated with other denominations. The average speed of all denominations shall be taken as the speed of the machine.

Consistency 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.

Test procedure: A known number, not less than 1000, of used bank notes of a particular denomination containing fit, soiled and reject notes shall be used for testing by sorting notes 100 Number of notes (1 Packet) or less at a time. The test is conducted in the following stages:

Stage 1: The notes are processed through the machine and the number of notes in each output stacker (A, B, C etc) shall be noted and kept aside stacker-wise. If the number of notes in any stacker is less than 100, additional notes shall be processed so that there are at least 100 notes in any stacker.

Stage 2: The notes removed from stacker A are then processed through the machine and the total number of notes in all other output stackers (**excluding A**) shall be noted and expressed as a percentage of the number of notes processed.

Stage 3: Test in stage 2 is repeated twice with the same bunch of notes, after shuffling and the percentages calculated. The average of the three percentages (stage 2 and stage 3) is worked out.

Stage 4: The notes removed from stacker B in Stage 1 are then processed through the machine and the total number of notes in all other output stackers (**excluding B**) shall be noted and expressed as a percentage of the number of notes processed.

Stage 5: Test in stage 4 is repeated twice as per procedure in Stage 3 and average of the three percentages (stage 4 and stage 5) is worked out...

The procedure is repeated with notes removed from all other stackers in stage 1 and with other denominations.

The average percentage calculated as above for each stacker shall not be more than 5%.

Fitness sorting

Test procedure: For each of the parameter to be checked as per Annexure F-1, at least 10 notes should be selected in such a way that 5 notes have the defect within the permissible limit and 5 notes have the defect more than the permissible limit. For e.g., to check for 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 and processed. The machine should correctly sort the 5 notes with defect more than the permissible limit as unfit.

The test should be carried out for all parameters detailed in Annexure F-1.

Stress Test

Test procedure: The machine should be put to work continuously for 4 hours daily for 2 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.

Annexure F-1

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		
Sl. No.	Feature	Criteria
1	Soiling	General distribution of dirt across the entire note
2	Limpness	Structural deterioration resulting in a marked lack of stiffness
3	Dog-ears	Corner folds
4	Tears	Lengthwise and crosswise cuts
5	Holes	Holes of a specific diameter
6	Stains	Localised 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 patterns. 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 the reverse of the note shall be checked for soiling.

Table 2: Soiling Levels				
Sl. No.	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 wear resulting in a 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 out 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 mm² 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.

Sl. No.	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 with area exceeding 10 mm² 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 recognised on its surface. In case the total area covered by stains exceeds 500 mm², the note shall be sorted as unfit. A note with a single stain covering an area of more than 200 mm² 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 for example, figures or letters. Fitness sorting criteria in case of graffiti shall be the same as those for stains. Both the obverse and the 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 mm²; or
- Thickness of the extraneous matter 50 microns or more; or
- Width of the extraneous matter 10 mm or more; or
- Length of the extraneous matter 10 mm or more.

Annexure - F2
PARAMETER FOR TESTING AT TESTING CENTER

Functions to be performed by the Machine

	Requirements	Test Report
Quality Wise	<p>The machine must be able to sort the notes into ATM fit/fit/unfit/reject/suspect notes after checking authenticity of banknotes. Broad Parameters on which the machine has to classify the notes as clean notes are as under:</p> <ul style="list-style-type: none"> ❖ The note is clean i.e. not soiled, not discolored, not tainted etc. ❖ The notes do not contain more than one figure graffiti i.e. scribbling. ❖ The notes do not contain large number of pinholes in the watermark area. ❖ Any note containing Ashoka Pillar Series notes, banknotes of Rs.500 and Rs.1000 denomination of Mahatma Gandhi (MG) Series 1996 would not be a clean note and has to be sorted as soiled notes. ❖ The note does not contain any tears or tapes, ❖ The notes do not have any missing portion. ❖ All the latest Circular of RBI on clean Note Policy are to be adopted in the machines and the Notes are to be accordingly sorted. 	
Denomination wise	Yes	
Emission/Series wise	Yes (eq:- Gandhi & Ashoka Pillar series sorting)	
Suspect	DSNM should be capable of detecting Suspect notes.	
Orientation	Yes	
Handling of currency notes of all denominations	Capable of handling Rs.10 to Rs1000 denomination notes and also any new sizes to be introduced by RBI in future.	
Mix Denomination	Yes (sorting of INR 10, 20, 50, 100, 500 &...1000 . together)	

Requirements

Test Report

Suspect Notes	UV & IR properties, Fluorescence & Phosphorescence, Hard & soft coded magnetic security features in Ink & Security threads, Electrical & Magnetic conductivity of Security thread. All the above parameters, the machine should be capable of being configured as RBI/Banks requirements	
Non Issuable notes - surface/corners/tear/colour balance, thickness etc	Soiled, Missing parts, Dog ears or Missing corners, Z folds, Tear length/area, Holes, Adhesive tape, Thickness & Multiple items, Size (dimensions), Limpness, Stains, Format. Gandhi / all Ashoka Pillar series should be sorted as soiled notes.	
Banknote Recognition Detector	All known/available Indian denominations & emissions are to be detected by machine as per the RBI specifications. The machine should be adaptable to various visible & non-visible features of the Bank Notes-like: Print pattern/format, Magnetism, Printed image/issue & size.	
Sensor system for full scan of both sides of currency notes	Yes(should scan both sides of currency note)	
Display counter for number of notes sorted	Yes - Should be available.	
Stress Test	This test is conducted to check the suitability of the machine to work continuously for long hours. The test shall be conducted under conditions similar to those that are available in normal branches and currency chests. The Stress test shall be conducted as per the ' Test Procedures' mentioned in this RFP.	This test will be carried out by the Bank at any of the Currency Chest at Bangalore.
Consistency & Reliability	The Note Sorted in each stackers shall be consistent and the variations shall not be more than 5% in each Stacker. The test for checking the consistency & Reliability shall be conducted as per the ' Test Procedures' mentioned in this RFP.	

Particulars	Specifications / Features required for procurement of Desk Top Note Sorting Machines capable of detecting suspect notes.	
Machine Structure	Singular - with feasibility for installation on desk (table)	
No. of stackers & features	2+1 Separate pockets/stacker for suspect notes, ATM fit/fit/soiled notes and other different combinations as decided by the bank. Availability of alert alarm indication when stacker is full Configuration of the stackers as per requirement of the Bank.	
Hopper Size	500 loose Note with continuous top up capability	
Processing Speed	15000 and above Bank notes per hour (Through put) No extra weightage shall be given for a capacity higher than that prescribed.	
Speed Test	<u>Test procedure:</u> A known number (N), not less than 1000, of used bank notes of a particular denomination containing fit, soiled and reject notes shall be used for testing. The time taken in seconds (T) to process the notes will be noted and speed will be calculated using the formula, Speed (S) in notes per hour = $3600N/T$. The test should be repeated with other denominations. The average speed of all denominations shall be taken as the speed of the machine.	
Numerical count	Option of free counting in counting mode irrespective of sorting	
Cascading	Packet of 100 (even smaller) to the maximum of 200 notes.	
Dimensions	Compact and should be able to be mounted on table.	
Alert alarm	Indication by blinking LED & beep, when stacker for respective class is full.	
Sensors	Sorting Machine should have the necessary sensors capable of detecting and checking various visible & non-visible	

	<p>features of Indian banknotes like print pattern, format, Size, printed image, emission and soilness. Sensors should scan both sides of the Bank Notes.</p>	
Sorting	<p>Sorting Parameters:</p> <ul style="list-style-type: none"> • ATM • Fit / Customer Issuable • Mahatma Gandhi(1996 Series) / Ashoka Pillar notes to be separated and should go to soil notes stackers • Non Issuable / Soiled Notes should be automatically sorted as Soiled notes and should go to Soiled notes stacker) • Orientation Sorting. (All non-oriented notes should go into reject pocket) • Suspects Notes should go into reject pocket <p>All the above parameters should be capable of being configured as per RBI/Bank's requirements.</p> <p>Any other series of notes phased out by RBI as on date are to be sorted as non issuable notes.</p>	
Authentication	<p>Infrared Properties , UV-dull paper, Fluorescence/ Phosphorescence, Magnetic security features in ink and security threads, Thickness and Multiple items, Presence of Security thread</p> <p>All the above parameters, the machine should be capable of being configured as per RBI/Bank's requirements.</p>	
Authenticity check	<p>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. The authenticity test shall be conducted as per the ' Test Procedures' mentioned in this RFP.</p>	

Fitness Sorting	<p>Machine should be capable to detect an unfit or soil note. An unfit note is a note that is not suitable for recycling because of its physical condition. A fit note must pass all the fitness parameters as detailed below under Table -1 and also Items (i) to (x).</p> <p>The Fitness sorting test shall be conducted as per the ' Test Procedures' mentioned in this RFP.</p>	
Upgrade Features /	<p>Features should be upgradable so as to incorporate the additional/new features of Bank Notes as and when introduced by RBI and also should be capable of sorting a particular series as soiled as and when such decision is taken by RBI.</p> <p>Bidder to provide necessary features for all denominations of bank notes in Desktop Note Sorting Machine for detection of suspect notes.</p>	
RBI guidelines on sorting the notes	The machine should full fill all the technical parameter issued by RBI up to date	

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		
Sl. No.	Feature	Criteria
1	Soiling	General distribution of dirt across the entire note
2	Limpness	Structural deterioration resulting in a marked lack of stiffness
3	Dog-ears	Corner folds
4	Tears	Lengthwise and crosswise cuts
5	Holes	Holes of a specific diameter
6	Stains	Localised 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 patterns. 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 the reverse of the note shall be checked for soiling.

Table 2: Soiling Levels Requirements

Sl. No.	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

Soiling Level test results

Sl. No.	Denomination	Maximum Density difference	Minimum Reflectance	Filters
1	Rs. 5			
2	Rs. 10			
3	Rs. 20			
4	Rs. 50			
5	Rs. 100			
6	Rs. 500			

7	Rs. 1000			
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(ii) Limpness

Limpness relates to structural deterioration or wear resulting in a 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 out as unfit. Detectors for paper quality shall be adapted to the same level as for soiling.

Test Result for Limpness :

(iii) Dog-Ears

Notes with dog-ears with an area of more than 130 mm² 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.

Test Result for Dog Ears:

(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.

Sl. No.	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.

Test Result for Tears

Tears Vertical				
Sl. No.	Width	: Result	Length	: Result

Tears Horizontal				
Sl. No.	Width	: Result	Length	: Result

Tears Diagonal				
Sl. No.	Width	: Result	Length	: Result

(v) Holes

This refers to notes with at least one visible hole. Notes with holes with area exceeding 10 mm² shall be sorted as unfit.

Test Report for Holes

(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 mm², the note shall be sorted as unfit. A note with a single stain covering an area of more than 200 mm² shall be sorted as unfit. Both the obverse and the reverse of the note shall be checked for stains.

Test Report for Stains

(vii) Graffiti

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

Test Report 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.

Test Report for Crumples/ Folds

(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.

Test Report 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 mm²; or
- Thickness of the extraneous matter 50 microns or more; or
- Width of the extraneous matter 10 mm or more; or
- Length of the extraneous matter 10 mm or more.

Test Report for Repair

Annexure G

Details of Tentative Locations where the Desktop sorting machines will be deployed

SI No	DPCD	BRANCH NAME	CIRCLE NAME
1	364	ALIGARH APSARA COMPLEX (MAIN)	AGRA C.O
2	378	AGRA LOHAMANDI	AGRA C.O
3	881	HATHRAS NAYAGANJ	AGRA C.O
4	1000	ALIGARH RAMGHAT ROAD	AGRA C.O
5	1437	ETAH G T ROAD	AGRA C.O
6	1487	AGRA TRANSPORT NAGAR	AGRA C.O
7	1629	AGRA VIBHAVNAGAR	AGRA C.O
8	336	SURAT KOTSAFIL ROAD (MAIN)	AHMEDABAD
9	1321	AHMEDABAD ASHRAM ROAD	AHMEDABAD
10	1751	SURAT RING ROAD	AHMEDABAD
11	403	BANGALORE BASAVANAGUDI	BANGALORE METRO
12	405	BANGALORE CHAMARAJPET	BANGALORE METRO
13	409	BANGALORE MALLESWARAM	BANGALORE METRO
14	410	BANGALORE NARASIMHARAJA ROAD	BANGALORE METRO
15	414	BANGALORE VISWESWARAPURAM	BANGALORE METRO
16	415	BANGALORE HAL 2ND STAGE	BANGALORE METRO
17	423	BANGALORE BYATARAYANAPURA	BANGALORE METRO
18	432	BANGALORE DCOSTA SQUARE	BANGALORE METRO
19	437	BEGUR	BANGALORE METRO
20	492	BANGALORE J P NAGAR II PHASE	BANGALORE METRO
21	681	BANGALORE SHANTHINAGAR	BANGALORE METRO
22	684	BANGALORE LALBAGH WEST	BANGALORE METRO
23	768	MARATHAHALLI	BANGALORE METRO
24	792	BANGALORE TRINITY CIRCLE	BANGALORE METRO
25	794	BANGALORE SESHADRIPURAM	BANGALORE METRO
26	885	BANGALORE KORAMANGALA LAYOUT	BANGALORE METRO
27	1065	CHANDAPUR CIRCLE	BANGALORE METRO
28	1074	BANGALORE MADIWALA	BANGALORE METRO
29	1147	BANGALORE BANASHANKARI II STAGE	BANGALORE METRO
30	1173	BANGALORE SOUTH END ROAD	BANGALORE METRO
31	1174	BANGALORE MAGADI ROAD	BANGALORE METRO
32	1199	CHIKKABIDARAKALLU	BANGALORE METRO
33	1229	TAVAREKERE (BLORE URBAN DISTRICT)	BANGALORE METRO
34	1371	BANGALORE HOMBEGOWDA NAGAR	BANGALORE METRO
35	1420	BOMMASANDRA (MAIN)	BANGALORE METRO
36	1821	BANGALORE GIRINAGAR	BANGALORE METRO
37	438	VIJAYAPURA	BANGALORE RURAL
38	445	NELAMANGALA	BANGALORE RURAL
39	485	BANGARPET (MAIN)	BANGALORE RURAL
40	487	CHICKBALLAPUR	BANGALORE RURAL
41	522	TUMKUR (MAIN)	BANGALORE RURAL

42	587	SIRA	BANGALORE RURAL
43	699	TIPTUR	BANGALORE RURAL
44	359	INDORE SIYAGANJ	BHOPAL
45	1476	INDORE NAULAKHA	BHOPAL
46	185	SAMBALPUR	BHUBANESHWAR
47	1251	JAJPUR ROAD	BHUBANESHWAR
48	338	KOTTAKKAL	CALICUT C.O
49	813	PAYYANNUR	CALICUT C.O
50	833	CALICUT WEST HILL	CALICUT C.O
51	847	MANNARGHAT	CALICUT C.O
52	1135	MUKKOM	CALICUT C.O
53	100	JAMMU SHALIMAR ROAD (MAIN)	CHANDIGARH C.O.
54	165	JALANDHAR B M C CHOWK (MAIN)	CHANDIGARH C.O.
55	385	CHANDIGARH SECTOR 17-C (MAIN)	CHANDIGARH C.O.
56	1402	GURDASPUR	CHANDIGARH C.O.
57	2085	BATALA RAILWAY ROAD	CHANDIGARH C.O.
58	2089	BHATINDA CIVIL LINES	CHANDIGARH C.O.
59	2107	LUDHIANA BHARATNAGAR CHOWK	CHANDIGARH C.O.
60	912	CHENNAI PERAMBUR	CHENNAI C.O.
61	913	CHENNAI THAMBU CHETTY STREET	CHENNAI C.O.
62	916	CHENNAI THIRUVOTTIYUR	CHENNAI C.O.
63	917	CHENNAI THYAGARAYA NAGAR	CHENNAI C.O.
64	927	PONDICHERRY MUTHIALPET	CHENNAI C.O.
65	933	CHENNAI SAIDAPET	CHENNAI C.O.
66	935	CHENNAI POONAMALLE	CHENNAI C.O.
67	941	CHENNAI THOUSAND LIGHTS	CHENNAI C.O.
68	976	CHENNAI PARK TOWN	CHENNAI C.O.
69	1040	CHENNAI ARUMBAKKAM	CHENNAI C.O.
70	1185	PORT BLAIR	CHENNAI C.O.
71	1430	CHENNAI MINT STREET	CHENNAI C.O.
72	1492	KARANODAI	CHENNAI C.O.
73	944	UDUMALPET	COIMBATORE C.O
74	1035	ANTHIYUR	COIMBATORE C.O
75	1207	COIMBATORE R S PURAM	COIMBATORE C.O
76	1219	SALEM SURAMANGALAM	COIMBATORE C.O
77	1225	SALEM ALAGAPURAM	COIMBATORE C.O
78	1232	MADUKKARAI	COIMBATORE C.O
79	1238	COIMBATORE ONDIPUDUR	COIMBATORE C.O
80	1243	DHARAPURAM	COIMBATORE C.O
81	1248	COIMBATORE TRICHY ROAD	COIMBATORE C.O
82	1338	NASIANUR	COIMBATORE C.O
83	1363	PERUMANALLUR	COIMBATORE C.O
84	1972	HOSUR (TAMIL NADU)	COIMBATORE C.O
85	268	DELHI EAST OF KAILASH	DELHI C.O.
86	307	DELHI JANPATH	DELHI C.O.
87	348	DELHI OKHLA INDUSTRIAL ESTATE	DELHI C.O.
88	350	DELHI GREEN PARK EXTENSION	DELHI C.O.
89	367	DELHI KAROLBAGH	DELHI C.O.
90	389	DELHI KASHMERE GATE	DELHI C.O.
91	391	DELHI TAGORE GARDEN	DELHI C.O.

92	1386	DELHI RAJOURI GARDEN	DELHI C.O.
93	1682	DELHI SHANKARNAGAR	DELHI C.O.
94	1762	DELHI GANESH NAGAR	DELHI C.O.
95	1974	DELHI GANDHINAGAR	DELHI C.O.
96	2024	DELHI TRINAGAR	DELHI C.O.
97	314	MARGOA	GOA C.O.
98	448	BIDAR	GULBARGA C.O.
99	519	RAICHUR	GULBARGA C.O.
100	526	KARATGI	GULBARGA C.O.
101	545	MASKI	GULBARGA C.O.
102	569	SHAHAPUR (GULBARGA DIST.)	GULBARGA C.O.
103	177	GUWAHATI FANCY BAZAAR (MAIN)	GUWAHATI C.O.
104	1153	NOWGONG	GUWAHATI C.O.
105	1861	DISPUR, GUWAHATI	GUWAHATI C.O.
106	482	BHIMASAMUDRA	HUBLI C.O.
107	511	GADAG	HUBLI C.O.
108	514	HUBLI STATION ROAD (DURGADBAIL)	HUBLI C.O.
109	591	DAVANAGERE P J EXTENSION	HUBLI C.O.
110	595	HUBLI TRAFFIC ISLAND (MAIN)	HUBLI C.O.
111	698	CHALLAKERE	HUBLI C.O.
112	1064	DAVANAGERE CHOWKIPET	HUBLI C.O.
113	606	HYDERABAD ABID ROAD (MAIN)	HYDERABAD C.O.
114	617	SECUNDERABAD R P ROAD	HYDERABAD C.O.
115	621	WARANGAL STATION ROAD (MAIN)	HYDERABAD C.O.
116	659	ANANTAPUR	HYDERABAD C.O.
117	878	HYDERABAD BASHIRBAGH	HYDERABAD C.O.
118	1178	HYDERABAD RAJENDRANAGAR	HYDERABAD C.O.
119	1319	NANDYAL	HYDERABAD C.O.
120	2138	BIKANER	JAIPUR C.O.
121	330	FARIDABAD NEHRU GROUND (MAIN)	KARNAL C.O.
122	1171	ROHTAK B M MARG (MAIN)	KARNAL C.O.
123	1399	PANIPAT (MAIN)	KARNAL C.O.
124	1403	SIRSA CIRCULAR ROAD (MAIN)	KARNAL C.O.
125	1723	GURGAON OLD RAILWAY ROAD (MAIN)	KARNAL C.O.
126	2033	BALLABGARH MATHURA ROAD	KARNAL C.O.
127	2045	KAITHAL	KARNAL C.O.
128	2053	PUNHANA	KARNAL C.O.
129	2328	PALWAL	KARNAL C.O.
130	144	LUCKNOW AMINABAD	LUCKNOW C.O.
131	365	VARANASI BANSPHATAK (MAIN)	LUCKNOW C.O.
132	1258	LUCKNOW ALAMBAGH	LUCKNOW C.O.
133	1457	MIRZAPUR BAJIRAO KATRA (MAIN)	LUCKNOW C.O.
134	1458	BAREILLY CIVIL LINES (MAIN)	LUCKNOW C.O.
135	1658	GORAKHPUR BANK ROAD (MAIN)	LUCKNOW C.O.
136	2453	VARANASI LANKA	LUCKNOW C.O.
137	1012	MADURAI TALLAKULAM	MADURAI C.O.
138	1021	TIRUMANGALAM	MADURAI C.O.
139	1112	NAGERCOIL MEENAKSHIPURAM	MADURAI C.O.
140	1120	TIRUNELVELI TOWN	MADURAI C.O.
141	603	KUNDAPURA	MANGALORE C.O.

142	615	PUTTUR	MANGALORE C.O.
143	618	UDUPI K M MARG (MAIN)	MANGALORE C.O.
144	630	UDUPI TOWN BRANCH	MANGALORE C.O.
145	1333	MANGALORE LIGHT HOUSE HILL	MANGALORE C.O.
146	2159	DADRI	MEERUT C.O.
147	2161	DANKAUR	MEERUT C.O.
148	105	MUMBAI CHEMBUR MAIN	MUMBAI CITY C.O.
149	110	MUMBAI PAREL	MUMBAI CITY C.O.
150	119	MUMBAI VAKOLA	MUMBAI CITY C.O.
151	125	MUMBAI DAHISAR EAST	MUMBAI CITY C.O.
152	154	MUMBAI MULUND CAMP	MUMBAI CITY C.O.
153	164	MUMBRA	MUMBAI CITY C.O.
154	170	MUMBAI CHEMBUR CAMP	MUMBAI CITY C.O.
155	202	DOMBIVILI EAST (MAIN)	MUMBAI CITY C.O.
156	214	MUMBAI FORT MARKET (FRERE ROAD)	MUMBAI CITY C.O.
157	218	KATEMANIVALI	MUMBAI CITY C.O.
158	224	MUMBAI VILE PARLE EAST	MUMBAI CITY C.O.
159	264	ULHASNAGAR -5	MUMBAI CITY C.O.
160	1764	MUMBAI BHANDUP	MUMBAI CITY C.O.
161	517	MADIKERI (MAIN)	MYSORE C.O.
162	525	BELUR	MYSORE C.O.
163	565	MYSORE NAZARBAD	MYSORE C.O.
164	694	SAKLESHPUR	MYSORE C.O.
165	781	ARSIKERE	MYSORE C.O.
166	1080	MYSORE SIDDARTHANAGAR	MYSORE C.O.
167	1512	MYSORE JAYANAGAR(KUVEMPUNAGAR)	MYSORE C.O.
168	1614	MYSORE NANJUMALIGE (LAKSHMIPURAM)	MYSORE C.O.
169	191	BILASPUR	NAGPUR C.O.
170	305	NAGPUR ITWARI	NAGPUR C.O.
171	1188	JAGDALPUR	NAGPUR C.O.
172	140	BIHAR SHARIFF	PATNA C.O.
173	256	BHAGALPUR	PATNA C.O.
174	257	GAYA G B ROAD (MAIN)	PATNA C.O.
175	285	HAJIPUR	PATNA C.O.
176	286	FATWAH	PATNA C.O.
177	352	PATNA SOUTH GANDHI MAIDAN (MAIN)	PATNA C.O.
178	357	PATNA KADAM KUAN	PATNA C.O.
179	1500	PATNA G M ROAD	PATNA C.O.
180	2004	PATNA EXHIBITION ROAD	PATNA C.O.
181	2312	SITAMARHI	PATNA C.O.
182	220	LOHAGAON	PUNE C.O.
183	276	SHOLAPUR SARASWATHI CHOWK	PUNE C.O.
184	382	PUNE DECCAN GYMKHANA	PUNE C.O.
185	1253	BOKARO STEEL CITY	RANCHI C.O.
186	2514	RANCHI RATU ROAD	RANCHI C.O.
187	985	RASIPURAM	TRICHY C.O.
188	1006	DINDIGUL SALAI ROAD (MAIN)	TRICHY C.O.
189	1014	NATTAM	TRICHY C.O.
190	1047	PILLANALLUR	TRICHY C.O.
191	1216	PUDUKOTTAI	TRICHY C.O.

192	1224	TURAIYUR	TRICHY C.O
193	1227	KARUR (KARUR DIST.)	TRICHY C.O
194	1269	NEYVELI	TRICHY C.O
195	1272	TIRUCHENGODE	TRICHY C.O
196	1277	KARAIKAL	TRICHY C.O
197	1459	DINDIGUL NAGAL NAGAR	TRICHY C.O
198	712	KOTHAMANGALAM	TRIVANDRUM C.O.
199	619	VIJAYAWADA IRON CENTRE (MAIN)	VISAKHAPATNAM C.O
200	2425	VIJAYAWADA MPF	VISAKHAPATNAM C.O

Annexure - H

BANK GUARANTEE FORMAT FOR EARNEST MONEY DEPOSIT

To

WHEREAS _____ (Name of bidder) (hereinafter called "the bidder " has submitted its RFP dated _____ (Date) for the execution of (Name of Contract)_____ (hereinafter called "the RFP") in favour of Canara Bank hereinafter called the " Employer ";

KNOW ALL MEN by these presents that we, _____ Bank, a body corporate constituted under the Banking Companies (Acquisition & Transfer of Undertakings) Act, 1970 having its Head Office at _____ amongst others a branch at _____ (hereinafter called "the Bank" are bound unto the employer _____ for the sum of Rs _____ (Rupees _____ only) for which payment well and truly to be made to the said Employer, the Bank binds itself, its successors and assigns by these presents;

THE CONDITIONS of this obligation are:

- (a) If the bidder withdraws its RFP during the period of RFP validity specified in the RFP; or
(b) If the bidder having been notified of the acceptance of his RFP by the Employer during the period of RFP validity;
(i) Fails or refuses to execute the Agreement, if required; or
(ii) Fails or refuses to furnish the performance security or security Deposit, in accordance with clause 9 of Terms and Conditions of this RFP.

We undertake to pay to the Employer up to the above amount upon receipt of his first written demand without the Employer having to substantiate his demand, provided that in his demand the Employer will note that the amount claimed by him is due to him owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

Notwithstanding anything contained herein,

- 1) our liability under this Bank guarantee shall not exceed Rs _____ (Rupees _____ only)

- 2) The bank Guarantee is valid upto _____ and
- 3) We are liable to pay the guaranteed amount or any part thereof under this Bank guarantee only and only if you serve upon us a written claim or demand on or before _____ (mention period of the Guarantee as found under clause (ii) above plus claim period)

Dated _____ day of _____ 20_____

SIGNATURE OF THE BANK

ANNEXURE - I - AGREEMENT FORMAT

FORM OF AGREEMENT

This agreement made the _____ day of the month of _____ in the year 2011 BETWEEN, Canara Bank a body corporate constituted under the Banking Companies (Acquisition and Transfer of undertakings Act, 1970, having its Head office, 112, J C Road, Bangalore) represented by its duly constituted attorney (hereinafter referred to as the Employer / Bank) on the ONE PART; and

*Sri _____ S/D/o _____
_____ resident of _____ the sole proprietor of
M/s _____ having office at the following
address _____

* M/s. _____ the partnership firm having an
administrative/principal office at _____ represented by its
Managing/duly authorised partner.

* M/s. _____ company/body corporate incorporated under
the provisions of the Companies Act 1956 having its registered office at the
following address _____, duly represented at
_____ duly represented by its constituted and authorised Managing
Director, Shri _____ and (hereinafter called the vendor which
term shall also be called the Supplier or
the Contractor) on the other part

WHEREAS THE Employer / Bank is desirous to purchase 200 Nos Desk Top Note
Sorting Machines for their identified Branches across India as detailed in this RFP
Dated XX.10.2011 and opened on _____ furnished by the Vendor for the
supply, installation and performance of such supply has been accepted by the
Employer on the terms and conditions as set out therein and interalia others.

NOW THIS AGREEMENT WITNESSETH as follows:

1. In this agreement words and expression shall have the same meanings as
are respectively assigned to them in the conditions of contract hereinafter
referred to.

2. The following documents not inconsistent with these presents shall be deemed to form and be read and construed as part of this agreement viz;

a) Notice inviting RFP

b) General Rules and Instructions for the guidance of Bidders.

c) Terms and conditions of the RFP.

d) All Annexures of the RFP

e) The details submitted in technical bid, design, technical brochures, drawings and such other details etc.

f) Price bid

g) The Purchase order , Letters from & to the Vendor, if any, leading to and prior to issue of purchase order .

3. In consideration of the payments to be made by the Employer to the Vendor, the Vendor hereby covenants and agrees with the Employer to supply the items perform the supply in conformity in all respects and subject to all terms and conditions/rules as mentioned in this RFP as also in the aforesaid documents which shall form part of this agreement.

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

Signed, sealed and delivered by the said Vendor

_____ to the Employer _____ in the presence of:

Signature of Vendor (with seal)

Signature of Authorised representative
of the Employer / Accepting Authority.

Signature of the Authorised Signatory

Witness (Signature, Name & Address):

1).

2).

Annexure - J.
Method of calculation for determination of Lowest Bidder

Sl No.	Vendors Name	Model Quoted	Unit Cost of the Desktop Note Sorting Machine with 1 yaer warranty	Present AMC Cost for 7 Years after 1 year warranty	Unit Cost of machine with 7 year AMC at present value.	Qty	Total amount after evaluation with the present value of the 7 years AMC amount (Calculation for L-1)		
1	M/s ABC P.Ltd	A	100000	58423	158423	5.00	792115		
Sl. NO.	Company Name	AMC Year (n)	Annual AMC Amount (C)	Rate (Bank's PLR 10.75%) (r)	1+Rate	Discounting Factor (1+Rate) ⁿ	Present Value of AMC	PV - Decimals ignored	
							$\frac{C}{(1+r)^n}$		
1	M/s ABC P.Ltd	1	10000	0.1075	1.1075	1.1075	9029.345372		
		2	12000	0.1075	1.1075	1.22655625	9783.489343		
		3	14000	0.1075	1.1075	1.358411047	10306.15883		
		4	11000	0.1075	1.1075	1.504440234	7311.68959		
		5	12500	0.1075	1.1075	1.66616756	7502.246655		
		6	15000	0.1075	1.1075	1.845280572	8128.845134		
		7	13000	0.1075	1.1075	2.043648234	6361.173016		
				87500.00				58422.9479	58423

**ANNEXURE - K - SECURITY DEPOSIT FORMAT
BANK GUARANTEE FORMAT FOR SECURITY DEPOSIT**

Guarantee No.....

Amount of Guarantee Rs.....

Guarantee cover from Dated :

To Dated:

Last Date for Lodgement of claim:

To:

.....
.....
.....
.....

In consideration of (hereinafter called "Beneficiary") having agreed to exempt Ltd., having its Registered Office situated at (hereinafter called the "the obligator(s)") from the demand of security deposit of Rs..... (Rupees only) under the terms and conditions of an agreement dated (hereinafter called the "said Agreement") for the due fulfillment by the said obligator of the terms and conditions contained in the said agreement, on production of the Bank Guarantee for Rs..... (Rupees only), at the request of the obligator _____ Bank, a body corporate constituted under the Banking Companies (Acquisition & Transfer of undertakings) Act, 1970 having its Head Office at _____ amongst others a branch at (hereinafter referred to as "the Bank") has agreed to give following guarantee in favour of the beneficiary for an amount not exceeding Rs..... (Rupees only) against any loss or damage caused to or suffered or would be caused to or suffered by reason of any breach by the said Obligator(s) of any of the terms and conditions contained in the said agreement.

...2/-

Signature of the Authorised Signatory

- : 2 : -

1. We, the Bank to hereby undertake to pay the amount payable under this guarantee without any demur merely on a demand from the beneficiary stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by reason or any breach of the terms and conditions contained in the said agreement or by reason of the obligator's failure to perform the said agreement. Any such demand in writing made on the Bank shall be conclusive as regards the amount due and payable by the Bank under the guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs.....
2. We, the Bank further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the beneficiary under or by virtue of the said agreement have been fully paid and its claims satisfied or till the beneficiary certifies that the terms and conditions of the said agreement have been fully discharged this guarantee. Unless a demand for claim under this guarantee is made on us in writing on or before we shall be discharged from all liabilities under this guarantee thereafter.
3. We, the Bank further agree that the beneficiary shall have the fullest liberty, without consent and without effecting in any manner or obligations hereunder, to extend time of performance the said obligator(s) from time to time or to postpone for any time any of the powers exercisable by the beneficiary against the said obligator(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved of our liability by reason of any extension being granted to the said obligator(s) for any forbearance, act or omission on the part of the beneficiary or any indulgence by the beneficiary to the said obligator(s) or by any such matter or thing whatsoever which under the law relating to sureties would not for this provision have effect of so relieving us.
4. We, the Bank lastly undertake not to revoke this guarantee during its currency except with the previous consent of the beneficiary in writing.

....3/-

- : 3 : -

5. Not withstanding anything contained herein:

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

(ii) This Bank Guarantee is valid upto and

(iii) We are liable to pay the guaranteed amount or any part thereof
under this Bank Guarantee only and only if you serve upon us a
written claim or demand on or before (mention
period of the guarantee as found under clause
(ii) above plus claim period)

PLACE:

DATE :

SIGNATURE

ANNEXURE - L -
Undertaking letter in your letter head with technical bid

To,

Divisional Manager
Canara Bank,
Technical Cell,
E P C section
General Administration Wing
Head Office (Annexe)
No.29, K R Road
Basavangudi ,
Bangalore -4

SUBJECT: RFP -02/DNSM/11-12- DT: 19-11-2011

Dear Sir,

This has reference to your above RFP published in your banks web site and NIC web site .

We hereby state that we M/s _____ have submitted the above offer documents duly filling at the appropriate places without making any alterations , corrections , omissions in the offer issued by the bank or downloaded from the web site.

Signature & Name of the Bidder

