

NOTES AND DECISION

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TENDER NOTICE INVITING QUOTATION UNDER TWO BID SYSTEM (TECHNICAL AND FINANCIAL) FROM ELIGIBLE VENDORS FOR PROCUREMENT OF NOTE COUNTING CUM FAKE /SUSPECTED NOTE DETECTION MACHINES (NOTE AUTHENTICATION MACHINE) & Floor standing type currency counting machine

LIC OF INDIA, DO1Delhi invites quotations from the eligible Vendors for Procurement of Note counting cum fake /suspected note detection machines (Note Authentication Machine) & floor standing type currency counting machine for the branch offices under Divisional Office1, Delhi. The prescribed format may be obtained from LIC of India website www.licindia.in or from LIC of India, Divisional Office1, Jeevan Prakash Building, 25 K.G.Marg, New Delhi-110001. Sealed quotations may be submitted at LIC D.O.1 Delhi on or before 16.08.2016 up to 11.00 AM. Opening of tender will take place on 16.08.2016 at 11.30 AM in L I c of India, O.S. Department, IV Floor, Jeevan Prakash Building, 25 K G Marg , D.O.-1, Delhi-110001.

The LIC reserves the right to accept or reject/cancel any or all quotations & correct or change in term and conditions of tender without assigning reasons whatsoever. Any subsequent information regarding this tender will be published at our web site only.

Sr Divisional Manager

NOTES AND DECISION

“Advertisement for Procurement of NOTE COUNTING CUM FAKE /SUSPECTED NOTE DETECTION MACHINES (NOTE AUTHENTICATION MACHINE) & Floor standing type currency counting machine under Divisional Office-1 Delhi-110001

TERMS & CONDITIONS

1. SCOPE OF WORK

LIC of India, DO1 Delhi intends to purchase around 50 (APPROX) Note Counting cum fake/suspected note detection machines (Note Authentication Machines) & floor standing type currency counting machine for its various branches located in the various places in Delhi (Location wise branches/Satellite offices is attached) The quantity of currency note Authentication Machines & floor standing type mentioned above is only tentative and the actual number may increase or decrease depending upon the requirements at the time of placing the order.

The Integrated Note Counting cum fake /suspected note detection machines (NAMs) as per RBI norms in Desk Top Models / Floor type Models which can be operated/ utilized at Cash counters, must consist of the following features:

Table A : Technical Specifications of NOTE COUNTING CUM FAKE /SUSPECTED NOTE DETECTION MACHINES (NOTE AUTHENTICATION MACHINE) & Floor standing type currency counting machine

Sr. No.	Technical Specification/Requirement	Desirable
1	Note Authentication	As per R.B.I. guide lines note should be examined for authenticity through machine.
2	Counting Speed	1000 Notes/Minute
3	Feeder Capacity	200 Notes
4	Holder Capacity	300 Notes
5	Display	Front and customer display
6	Power Supply	220V +/- 10%, 50Hz AC supply
7	Power Consumption	<80-100 volts
8	Weight	7-10 Kg Approx
9	Follows RBI circulation guidelines 2005	Yes
10	Software upgrade facility	Provision for up-gradation of software (without any extra cost) according to the RBI guidelines
11	Double Note/Chain Note/Half Note detection	Yes
12	Batch Mode facility	As per user requirement
13	Inbuilt metal gear for durability	Yes
14	Availability of spares parts	For 05 years at least (undertaking from vendor required)

NOTES AND DECISION

15	Faulty section check through Program	Yes
16	Should have separate pocket for fake/suspect/reject notes (One + One pocket)	All fake/suspect/reject notes should come in separate pocket
17	Does not tear notes	Should not tear notes
18	Hopper adjustment	Facility is required
19	In running condition every key operated	Yes
20	Batch Mode	100,50,20,10,5 & our requirement
21	Read magnifying thread level in digital	Yes
22	Sensors Installed	Full width CIS (contact image sensor) Magnetic, Ultra Violet and Infra Red

Table B : Technical Specifications of Note Counting machine floor type must have following features :

Sr. No.	Technical Specification/Requirement	Desirable
1.	Feed system	Vacuum Suction type feed system
2	Counting Speed	4 sec per 100 notes or better
3	Hooper Capacity	200 Notes
4	Display	Front and customer display
5	Power Supply	1 phase, 230 V +/- 10%, 50Hz AC supply
6	Special Modes	Free count, Add, Batch, Check
7	Availability of spares parts	For 05 years at least (undertaking from vendor required)
8	Does not tear notes	Should not tear notes
9	Capable of counting	All denominations of fresh/soiled/old India currencies

NOTES AND DECISION

2. Eligible Criteria:-

1	Name of the Organization	
2	Year of Establishment	Certificate of registration etc
3	Status of Organization	Whether Pvt. Ltd/Proprietorship/Partner Ship
4.	Minimum Turn over	Minimum 2 corer per annum in last three years
5.	Empanelment/Purchase order	Should be empanelled by at least 3 public sector banks/Reputed bank & firms or should have received purchase order from 3 3 public sector banks/Reputed bank & firms.
6.	I.T.R.	2013-24, 2014-15, 2015-16
7.	TAN/PAN/	Readable attested copy of the same.
8.	NEFT Details	Dully signed Blank cancelled cheque.
9.	Brochure	Supporting brochure of the model for which the tender is submitted.
10	Service centre	Certified copy that the company is having his own service centre at Delhi
11	Work Order	Execution of one order of at least 25 lacs of Nationalized banks/PSU/any reputed firm etc.

3. TERMS OF EXECUTION OF WORK & LIQUIDATED DAMAGES

The supply and installation of both the above Machines are to be completed within a period of 30 days commencing from the day of acceptance of the work order issued by the LIC. Any delay in completion of the work over the stipulated period will attract penalty of 0.1% of the contract value per week subject to maximum of 5% of the contract value.

The LIC reserves its right to recover these amounts by any mode such as adjusting from any payments to be made to the company. Liquidated damages will be calculated per week per site basis. Part of week will be treated as a week for this purpose. However, the LIC may condone the liquidity damages for delay of less than a week.

4. a) The vendors 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. Declaration from the company signed by the Competent Authority should be submitted

OR

b) If the firm 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 agreement should be valid for a further period of minimum 5 years from the date of tender.

NOTES AND DECISION

5. The vendor must meet the technical specifications as per Table A & Table B and eligibility criteria.
6. The Vendor should have service set up to cover all branches and / or at branches where machine is to be provided. List of service centers to be provided which will cover our branches.
7. List of Engineers who will provide service to the machines supplied in our branches to be given with their address & telephone no.
8. Local Service centre.

9. **LOCATIONS TO BE COVERED:**

As per list attached. (Page no-15)

10. **TWO PART OFFER:**

The offer will be in two parts; Technical Offer and Commercial Offer. Both the parts must be submitted in a big envelop at the same time but in separate sealed covers, giving full particulars, addressed to the Chairperson Divisional Office 1, Jeevan Prakash, 25, K.G. Marg, New Delhi 110001 and duly superscribed on each envelope "Technical Offer " and " Commercial Offer for **NOTE COUNTING CUM FAKE /SUSPECTED NOTE DETECTION MACHINES (NOTE AUTHENTICATION MACHINE) & Floor standing type currency counting machine** " & Currency counting machine on or before 28th April 2016 up to 3.00 p.m. The EMD and other documents should be submitted in a separate envelope. The technical offer will be opened on 28th of April 2016 at 3.30 PM.

11. **EARNEST MONEY DEPOSIT:**

Earnest Money Deposit of Rs.65000.00 (Rupees Twenty five Thousands Only), and tender form fee of Rs. 500.00 (non refundable) in the form of a Demand Draft issued by a scheduled commercial Bank favoring LIC of India, Payable at Delhi must be submitted along with the technical bid. This EMD amount will be forfeited if the vendor withdraws his bid during the period of bid validity or refuses to accept purchase order or having accepted the purchase order, fails to carry out his obligations mentioned therein. No interest will be payable on the Earnest Money Deposit amount. The Earnest Money Deposit must be submitted along with technical offer. In the event of non-submission of the Earnest Money Deposit money, the proposal will be rejected. The Earnest Money Deposit will be refunded to the vendor only after the completion of the bid process.

12. **VALIDITY PERIOD OF THE OFFER:** The offer should remain valid for a period of one year from the date of first purchase order.

13. **EVALUATION PROCESS**

Technical Offers will be evaluated on the basis of compliance with eligibility criteria, technical specification, other terms and conditions stipulated in the tender. Technical evaluation will also include presentation followed by live demonstration before our Technical Committee/store committee at the time and date to be decided by the LIC & if they desire then One or two machines will be used for one or two weeks at our branches for correct feedback. Commercial Offers of only those Vendors who qualify in the technical evaluation will be opened.

The LIC reserves the right to reject an offer under any of the following

Circumstances:

- If offer is incomplete and /or not accompanied by all stipulated documents.
- If any of the terms and conditions stipulated in this document is not accepted and letter as per Annexure I is not submitted.
- If any of the specifications stipulated in Annexure II is not met.

NOTES AND DECISION

- If bid security is not submitted.
- If required information with appropriate documents in support of the same is not submitted as per annexure.
- Replica of unpriced bill of materials (Indicative Price Bid) without indicating the price is not submitted.
- In case of incorrect and invalid data submitted

14. **NO COMMITMENT TO ACCEPT LOWEST OR ANY TENDER**

The LIC shall be under no obligation to accept the lowest or any other offer received in response to this tender and shall be entitled to reject any or all offers without assigning any reasons whatsoever.

15. **RIGHT TO ALTER QUANTITIES**

The LIC will be free to either reduce or increase the quantity to be purchased on the same terms and conditions. **The LIC reserves the right to alter quantities. The LIC also reserves the right to place further/repeat order on same terms and conditions within a period of 12 months.**

16. **PAYMENT TERMS**

The terms of payment are as under:

No advance payment against purchase order. Payment will be released on receipt & after installation, successful commissioning/ functioning of the Note Counting cum fake/suspected note detection machines (NAMs) & currency counting machine as the case may be at site, against submission of the following documents:

Signed Commercial Invoice.

1. Manufacturerⁿ / Vendors Inspection and Test Certificate.
2. Certificate of Insurance covering all risks during storage, installation, commissioning, testing and handling, including third party liabilities, till installation and functioning of machine at site.
3. Branch's duly signed and sealed performance certificate after observing functioning of the machines for minimum period of 07 days.

17. **Security Deposit**

Successful vendor(s) will have to deposit security deposit at LIC Divisional Office-1, New Delhi equal to 10% of the total cost for one years. During defect liability period (warranty period) vendor should attend to all repairs / defect / replacement of spare parts free of cost. Failure on the part of the vendor to attend the defects within a reasonable period, LIC on its own will get defects rectified through another agency at the risk and cost of vendor.

18. **GUARANTEES**

The equipment delivered to the LIC should be brand new, including components. The vendor should also guarantee that all the machines / components supplied by the vendor is licensed and legally obtained.

19. **AVAILABILITY OF SPARES**

Spares for the product offered should be readily available for at least 05 years for immediate replacement/repair within 24 hours to 48 hours, failing which the LIC will reserve the right to impose

NOTES AND DECISION

penalty of Rs. 100/- from third day onwards till NAM is repaired.

20. WARRANTY

The offer must include comprehensive on-site warranty of one-year from the date of installation and commissioning of the machine.

Vendors shall be fully responsible for the manufacturer's warranty in respect of proper design, quality and workmanship of all machines, accessories, etc. covered by the offer. Vendor must warrant all machines, accessories, spare parts, etc. against any manufacturing defect during the warranty period. During the warranty period, vendor shall maintain the machine and repair / replace all the defective components at the installed site, at no additional charge to the LIC.

21. ANNUAL MAINTENANCE CONTRACT

Should the LIC decide to do so, the vendor is expected to maintain the supplied Machine for at least Five years after the expiry of warranty period. Comprehensive onsite maintenance charges, for the post warranty period, must be quoted in rupees per machine per year, in the Commercial Offer. The vendor is expected to ensure same maintenance standards as during warranty period. Servicing of the machine will be done on quarterly basis and the payment of AMC will be made after submission of bill. If any branch is not visited then a penalty may be imposed by the LIC. Also The vendor should ensure that the machine reported breakdown / malfunctioning on any working day is set right by on the same day and in no case later than the next working day. In case, equipment cannot be repaired within the stipulated period, the vendor should provide replacement of the same till the machine is returned duly repaired. At the same time, the vendor is also expected to make available the spare parts for the systems for at least 05 years after the expiry of warranty period. The vendor will also have to keep Security deposit with LIC up to 10% of total AMC amount (Per annum)

NOTES AND DECISION

ANNEXURE-I

(Letter to the LIC on the vendor's letterhead)

The Sr. Divisional Manager,
LIC of INDIA, Divisional Office1,
Jeevan Prakash , 25 K.G.Marg,
New Delhi- 110001

Dear Sir,

Sub: **Your Tender Enquiry for Note Counting cum fake/suspected note detection machines (Note Authentication Machines) & Currency counting machine Floor type**

With reference to the above Tender Enquiry, having examined and understood the instructions, terms and conditions enclosed herewith duly sealed and signed by the authorized person of the firm/company forming part of the Tender Enquiry, we hereby enclose our offer for the supply of the equipment as detailed in your above referred Tender Enquiry.

We confirm that we have not been disqualified by any PSU bank /LIC of India Office for supply of Note Sorting/counting/processing machine. We further confirm that the offer is in conformity with the terms and conditions as mentioned in the Tender Enquiry and all required information as per tender document. We also confirm that the offer shall remain valid for One year from the date of first purchase order.

We hereby undertake that the equipment to be delivered to the LIC will be brand new including all components and that the equipment and its parts are licensed and legally obtained.

We hereby undertake to provide Security Deposit equivalent to 10% of the value of the Invoice amount with a validity period of one year which may be renewable for a further period as per AMC agreement.

We understand that the LIC is not bound to accept the offer either in part or in full and that the LIC has right to reject the offer in full or in part without assigning any reasons whatsoever.

We also enclose Demand Draft for Rs. 25100.00 (EMD Rs. 25000 (refundable) + Tender form fees Rs. 100.00 (Non refundable) favoring LIC of India, and payable at Delhi, towards Earnest Money Deposit, details of the same are as under:

- Demand Draft No. :
- Date of Demand Draft:
- Name of Issuing Bank:

Yours faithfully,

Authorized Signatories

(Name & Designation, seal of the firm)

NOTES AND DECISION

Dated:

Annexure II

TECHNICAL SPECIFICATIONS: -

Desktop Note Counting cum fake/suspected note detection machines (NAMS) : Complied

Sr. No.	Technical Specification/Requirement	Complied YES or NO (give Details)
1	Counting Speed	
2	Feeder Capacity	
3	Holder Capacity	
4	Display	
5	Power Supply	
6	Power Consumption	
7	Weight	
8	Follows RBI circulation guidelines 2005	
9	Software upgrade facility	
10	Double Note/Chain Note/Half Note detection	
11	Batch Mode facility	
12	Inbuilt metal gear for durability	
13	Availability of spares parts	
14	Faulty section check through Program	
15	Should have separate pocket for fake/suspect/reject notes (One + One pocket)	
16	Does not tear notes	
17	Hopper adjustment	
18	In running condition every key operated	
19	Batch Mode	
20	Read magnifying thread level in digital	
21	Sensors Installed	

Signature of the Authorized person of the Company with Seal

Dated:

NOTES AND DECISION

Annexure III

TECHNICAL SPECIFICATIONS: - Note Counting machine floor type

Sr. No.	Technical Specification/Requirement	Complied Yes or No (Give details)
1.	Feed System	
2.	Counting Speed	
3.	Hooper Capacity	
4.	Display	
5.	Power Supply	
6.	Special Modes	
7.	Availability of spares parts	
8.	Does not tear notes	
9.	Capable of counting	

Signature of the Authorized person of the Company with seal

Dated:

NOTES AND DECISION

ANNEXURE-IV

PRICE BID.

- I- Note Counting cum fake/suspected note detection machines (NAMs) –
Items to be considered for total cost of ownership (TCO):

RUNNING CONTRACT QUANTITY Approx-50 (25 % Variation minus or plus)

Sr.No.	Description of the Machine (Model/Make etc.)	Price (In Figures)/Unit	Price in Words/Unit

- II Post Warranty AMC rate per annum per site

Sr.No.	Description	Post Warranty AMC Price/Unit(in figures)	Post Warranty AMC Price/Unit(in Words)
1	1st Year		
2	2 nd Year		
3	3 rd Year		
4	4 th Year		
5	5 th Year		
6	Total		

Total Cost of ownership= I+II		
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NOTES AND DECISION

Note:

1. The cost of the machine and post warranty Comprehensive AMC rate per annum will be taken into consideration for deciding the TCO.
2. Unit prices as well as TCO must be quoted in WORDS AND FIGURES.
3. The prices should be inclusive of all taxes, duties, levies, transportation charges, etc., except Octroi which will be payable at actual.
4. In case of any discrepancy, unit prices quoted in words will be considered for computation of TCO.
5. Cost comparison will be on the basis of total cost of ownership calculated as explained above.

AUTHORISED SIGNATORY with seal

Dated:

NOTES AND DECISION

ANNEXURE-V

PRICE BID.

- II- Currency Counting machine floor type
Items to be considered for total cost of ownership (TCO):

RATE CONTRACT

Sr.No.	Description of the Machine (Model/Make etc.)	Price (In Figures)/Unit	Price in Words/Unit

- II Post Warranty AMC rate per annum per site

Sr.No.	Description	Post Warranty AMC Price/Unit(in figures)	Post Warranty AMC Price/Unit(in Words)
1	1st Year		
2	2 nd Year		
3	3 rd Year		
4	4 th Year		
5	5 th Year		
6	Total		

Total Cost of ownership= I+II		
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NOTES AND DECISION

Note:

1. The cost of the machine and post warranty Comprehensive AMC rate per annum will be taken into consideration for deciding the TCO.
2. Unit prices as well as TCO must be quoted in WORDS AND FIGURES.
3. The prices should be inclusive of all taxes, duties, levies, transportation charges, etc., except Octroi which will be payable at actual.
4. In case of any discrepancy, unit prices quoted in words will be considered for computation of TCO.
5. Cost comparison will be on the basis of total cost of ownership calculated as explained above.

AUTHORISED SIGNATORY with Seal

Dated:

NOTES AND DECISION

LIST OF BRANCHES UNDER THE JURIDICTION OF DELHI D.O.1

S.NO.	NAME OF OFFICE	ADDRESS
1	Branch office 11R	Bhika ji Cama place ,Delhi
2	Branch office 11S	Kailash Colony ,Delhi
3	Branch office 12A	Karol Bagh ,Delhi
4	Branch office 12G	Nehru Place, Delhi
5	Branch office 31A	ITO ,Delhi
6	Branch office 31C	Connaught place New Delhi
7	Branch office 31D	Karol Bagh Delhi
8	Branch office 112	Connaught place New Delhi
9	Branch office 115	Connaught place New Delhi
10	Branch office 117	Jeevan Prakash ,25 K.G.Marg New Delhi
11	Branch office 118	Janpath ,New Delhi
12	Branch office 119	Mool chand ,Delhi
13	Branch office 311	Rajendra Place Delhi
14	Branch office 108	Karol Bagh Delhi
15	Branch office 111	Connaught Place New Delhi
16	Branch office 113	Jeevan Tara Building ,p.Street New Delhi
17	Branch office 120	Connaught place New Delhi
18	Branch office 124	Sat Nagar Karol Bagh Delhi
19	Branch office 127	Vasant Kunj Delhi
20	Branch office 310	86 Janpath New Delhi
21	Branch office 11C	Connaught place New Delhi
22	Branch office 11F	South Extension Delhi
23	Branch office 11J	25 K.G.Marg New Delhi
24	Branch office 11N	Mehroli Delhi
25	Branch office 11X	Saket Delhi
26	Customer care	Connaught Place New Delhi
27	SO-311	Vasant Kunj Delhi
28	SO-124	Rajendra Nagar Delhi
29	SO-310	Rohini Delhi
30	SO-11S	Alaknanda Delhi