



Divisional Office: Jeevan Prakash, 4-5, B-Block, District Shopping Complex, Ranjit Avenue, Amritsar-143001, Tel No:0183-2504953
Email-id:os.amritsar@licindia.com

Date of publication: 30.07.2017

TENDER NOTICE

TENDER NOTICE INVITING TENDERS UNDER TWO BID SYSTEM
(TECHNICAL AND FINANCIAL) FROM ELIGIBLE VENDORS FOR PROCUREMENT OF NOTE
COUNTING- CUM- FAKE NOTE DETECTION MACHINES (NOTE AUTHENTICATION MACHINE)

LIC OF INDIA, Divisional Office, Amritsar invites tenders from the eligible Vendors for Procurement of Note counting cum fake note detection machines (Note Authentication Machine) for our Branches/SOs under Divisional Office, Amritsar. The prescribed tender format may be down loaded from LIC of India website www.licindia.in or may be obtained from LIC of India, Divisional Office, Jeevan Prakash, 4-5, B-Block, District Shopping Complex, Ranjit Avenue, Amritsar-143001. Sealed tenders may be submitted to Chairman, Stores Committee, LIC of India, Divisional Office, Jeevan Prakash, 4-5, B-Block, District Shopping Complex, Ranjit Avenue, Amritsar-143001 on or before 23/08/2017 during office hours up to 5.00 PM .Opening of tender will take place on 24/08/2017 at 11.00 AM at our Divisional Office, Amritsar. Pre Bid meeting will be held on 07/08/2017 at 11:00 am at OS Department, Divisional Office, Amritsar. Financial bid of only those bidders will be opened whose technical bid will qualify.

The LIC reserves the right to accept or reject/cancel any or all tenders & 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

“Tender for installation of Note Counting cum Fake note detecting machine in BOs/SOs under Divisional Office, Amritsar

TERMS & CONDITIONS

1. SCOPE OF WORK

LIC of India, Divisional Office, Amritsar intends to purchase around 32 Note Counting cum fake note detection machines (Note Authentication Machines) for its various branches located in the various places under Amritsar Division (Location wise branches/Satellite offices list/detail is attached). The quantity of these machines 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 note detection machines (NAMs) as per RBI norms in Desk Top Models which can be operated/ utilized at Cash counters, must consist of the following features:

Technical Specifications of Note Counting cum fake note detection machines (NCMs).

Sr. No.	Technical Specification/Requirement	Desirable
1	Counting Speed	700-1000 Notes/Minute
2	Feeder Capacity	300 Notes
3	Holder Capacity	200 Notes
4	Display	Front and customer display
5	Power Supply	220V +/- 10%, 50Hz AC supply
6	Power Consumption	80-100 volts
7	Weight	10-20 Kg Approx
8	Follows RBI circulation guidelines 2005	Yes
9	Software upgrade facility	Provision for up-gradation of software (without any extra cost) according to the RBI guidelines
10	Double Note/Chain Note/Half Note detection	Yes
11	Batch Mode facility	As per user requirement
12	Inbuilt metal gear for durability	Yes
13	Availability of spare parts for at least 5 years (undertaking from the vendor required)	Confirm and vendor to attach the undertaking
14	Faulty section check through Program	Yes
15	Should have separate pocket for fake/suspect/reject notes (One + One pocket)	All fake/suspect/reject notes should come in separate pocket
16	Does not tear notes	Should not tear notes
17	Hopper adjustment Facility	Facility is required
18	Stop function key operative during operations	Yes
19	Batch Mode	100,50,20,10,5 & our requirement
20	Read magnifying thread level in digital	Yes
21	Sensors Installed	Full width CIS (contact image sensor) Magnetic, Ultra Violet and Infra Red
22	Minimum Turn over	Minimum Average Annual Turn Over for the last 3 financial year should be 2 crore
23	Empanelment/Purchase order	Should be empanelled by at least 3 public sector banks or should have received purchase order from 3 banks.

Authorized Signatories
(Name & Designation, seal of the firm)

2. TERMS OF EXECUTION OF WORK & LIQUIDATED DAMAGES

The supply and installation of 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.

3. 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.

4. The vendor must meet the technical specifications as per Table A.
5. 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.
6. Name of Engineers who will provide service to the machines supplied in our branches to be given with their address & telephone no. (Land Line/Mobile No.)

7. LOCATIONS TO BE COVERED:

As per list attached (Annexure-IV).

8. TWO PART OFFER:

The offer will be in two parts; Technical Offer and Financial 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 Chairman, Stores Committee, LIC of India, Jeevan Prakash Building, 4-5, B-Block, District Shopping Complex, Ranjit Avenue, Amritsar-143001.

The use of envelopes will be as under :

- Envelope marked as I: The duly completed Technical Bid be put in this sealed envelope super scribing "Technical offer for Installation of Note Counting cum Fake Note Detecting Machine in BOs/SOs under Amritsar Division"
- Envelope marked as II: The duly completed Financial Bid be put in this sealed envelope super scribing "Financial offer for Installation of Note Counting cum Fake Note Detecting Machine in BOs/SOs under Amritsar Division".
- Envelope marked as III : The Demand Draft for " Earnest Money Deposit" (EMD) of Rs. 50000/- and "Cost of tender fee" of Rs. 100/- (Non-refundable) or the M.R. of the required value be put in this sealed envelope super scribing " EMD and Tender Fee for Installation of Note Counting cum Fake Note Detecting Machine in BOs/SOs under Amritsar Division".
- Envelope marked as IV: All the three envelopes shall be placed in envelope marked – IV and sealed (i.e. Envelopes marked as IV, will contain three envelopes marked as I, II & III) and submitted to LIC of India, in sealed condition Superscribing "Tender for Installation of Note Counting cum Fake Note Detecting Machine in BOs/SOs under Amritsar Division" on or before 23-08-2017 up to 5.00 p.m. The technical offer will be opened on 24-08-2017 at 11.00 a.m.

Authorized Signatories
(Name & Designation, seal of the firm)

9. **EARNEST MONEY DEPOSIT:**

Earnest Money Deposit of Rs.50000.00 (Rupees Fifty Thousand Only), and tender fee of Rs. 100.00 (non refundable) in the form of a Demand Draft issued by a scheduled commercial Bank favoring LIC of India, Payable at Amritsar 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 and Tender Fee, the proposal will be rejected. The Earnest Money Deposit will be refunded to the offerer only after the completion of the bid process.

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

11. **VALIDITY PERIOD OF THE TENDER:** The tender should remain valid for a period of six months from the date of opening of Technical Bids.

12. **EVALUATION PROCESS**

Technical Offers will be evaluated on the basis of compliance with eligibility criteria, technical specifications, 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 week at our branches for correct feedback. Financial 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.
- If bid security is not submitted.
- If required information with appropriate documents in support of the same is not submitted as per Annexure I to III.
- Replica of unpriced bill of materials (Indicative Price Bid) without indicating the price is not submitted.
- **In case of incorrect and invalid data submitted.**

12. **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.

13. **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.

Authorized Signatories

(Name & Designation, seal of the firm)

14. 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 note detecting machines (NAMs) at site, against submission of the following documents:

1. Signed Commercial Invoice.
2. Manufacturer / Vendors Inspection and Test Certificate.
3. 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.
4. Duly signed and sealed performance certificate by branch after observing functioning of the machine for minimum period of 07 days.

15. Security Deposit

Successful vendor(s) will have to deposit security deposit at LIC Divisional office, Amritsar equal to 10% of the total cost of one year. The Security Deposit can be paid in form of Demand Draft/Bank Guarantee payable at Amritsar. The Security Deposit will not carry any interest. The Security deposit will be refunded on expiry of successful completion of the contract period. 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

16. GUARANTEES

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

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

18. WARRANTY

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

19. 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 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).

Authorized Signatories

(Name & Designation, seal of the firm)

20. Other Necessary requirements :-

- (a) Self attested photocopy of Certificate of Registration of Firm/Agency.
- (b) Self attested photocopy of the Balance Sheet and Profit & Loss account for the last 3 years.
- (c) Self attested photocopy of the PAN.
- (d) Self attested photocopy of TIN.
- (e) Self attested photocopy of GST Registration.
- (f) Tender form duly signed by the bidder in all pages in token of having accepted all the terms and conditions.
- (g) If the Vendor belongs to the category of Micro, Small Medium enterprises as defined in the Micro, Small Medium Enterprises Development Act, 2006, specify the category of Micro, Small Enterprises and whether the enterprise is in manufacturing or service industry. Proof of registration mentioning monetary limits and validity period etc to be submitted.

Authorized Signatories

(Name & Designation, seal of the firm)

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

**The Sr Divisional Manager,
LIC of India, Divisional Office,
Jeevan Prakash Building,
4-5, B-Block, District Shopping Complex,
Ranjit Avenue,
Amritsar-143001,**

Dear Sir,

Sub: Your Tender Enquiry for Note Counting cum fake note detection machines (Note Authentication Machines)

With reference to the above Tender Enquiry, having examined and understood the instructions, terms and conditions enclosed herewith duly seal 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.

Payment details of EMD of Rs.50000- (refundable) and Tender Fee of Rs. 100- (Non Refundable) is as under -

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

Yours faithfully,

Authorized Signatories (Name &
Designation, seal of the firm)

Date:

TECHNICAL SPECIFICATIONS: -

Desktop Note Counting cum fake note detection machines (NAMs)

:

Sl. No.	Technical Specification/Requirement	Mention details)	Yes or No (Give
1	Name & Address of the Bidder		
2	Correspondence Address with Telephone No. and email id		
3	Counting Speed		
4	Feeder Capacity		
5	Holder Capacity		
6	Display		
7	Power Supply		
8	Power Consumption		
9	Weight		
10	Follows RBI circulation guidelines 2005		
11	Software upgrade facility		
12	Double Note/Chain Note/Half Note detection		
13	Batch Mode facility		
14	Inbuilt metal gear for durability		
15	Availability of spares parts		
16	Faulty section check through Program		
17	Make & Model of the machine for which rates have been quoted		
18	Name of the company of the machine(as quoted at Sr No 17)		
19	Should have separate pocket for fake/suspect/reject notes (One + One pocket)		
20	Does not tear notes		
21	Hopper adjustment		
22	Stop function key operative during operations		
23	Batch Mode		

24	Read magnifying thread level in digital	
25	Sensor installed (Full width CIS (contact image sensor) Magnetic, Ultra Violet and Infra Red)	
26	Empanelment with 3 public sector banks/should have received purchase order from 3 banks. (attach document)	
27	Turnover (Attach relevant document)	
28	Details of Tender Fee and EMD	

Authorized Signatories
(Name & Designation, seal of the firm)

FINANCIAL BID.

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

Description of the Machine(Model/Make, etc)	Price(in figures)/Unit	Price(in words)/Unit	GST Charges

II Post Warranty AMC rate per annum per site

Sr.No.	Description	Post Warranty Price/Unit(in figures)	Post Warranty AMC Price/Unit(in Words)	GST Charges
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 (TCO)=I+II		
---	--	--

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 duties, levies, transportation charges, etc., GST figures to be shown separately as per the above format..
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.

Authorized Signatories

(Name & Designation, seal of the firm)

Annexure-IV

Sr No.	Name of Office (BO/SO)	Address of the offices	Proposed number of machines to be purchased
1	B.O. Unit-I , Amritsar	First floor , Jeevan Udhyog Building, Near Bus stand ,City Center scheme, Amritsar Pin 143001	02
2	B.O. Unit-II,Amritsar	R.S. Tower Building, 2nd floor , Hall Bazar, Amritsar 143001	01
3	B.O. Unit-III , Amritsar	Jeevan Parkash Building, Divisional Office ,Plot no.4-5, Distt., Shopping Complex, Ranjit Avenue Amritsar-143001	01
4	B.O. Unit-IV , Amritsar	Dharam Singh Market, 2nd floor , Fountain Chowk , Amritsar-143001	01
5	SO CLIA, Amritsar	24, Dharam Singh Market,2nd floor, Fountain Chowk ,Amritsar-143001	01
6	CAB Amritsar	35, The Mall , Amritsar	01
7	B.O.Chheharta	G.S. Complex , G.T. Road , Khandwala, Chheharta,Amritsar – 143006	01
8	BO Rayya	Padda Complex,G.T.Road,Rayya-145021	01
9	B.O.TarnTaran	Jeevan Jyoti” Sarhali Road,Taran Taran-143401	02
10	B.O.Batala- I	Plot No.1 Shastri Nagar, Batala-143505.	01
11	B.O. Batala-II	Plot No. 24, Shastri Nagar , Batala-143505	01
12	B.O.Gurdaspur	Jeevan Jyoti Building , Near Bus Stand, G.T. Road , Gurdaspur-143521	02
13	B.O.Pathankot-I	Dhangu Road, Pathankot – 145001	01
14	B.O. Pathankot -II	Jathedhar Kesar Singh Marg,Near Truck Union, Siali Road,Pathankot-145001	01
15	B.O. Zira	Chopra Complex, Ferozepur Road, Zira-142047.	01
16	B.O. Ferozepur	Malwal Road,Near Bus Stand,Ferozepur-152002	01
17	B.O. Abohar	Jeevan Jyoti, Near Gaushala, Abohar	01
18	B.O. Fazilka	Jeevan Jyoti, Court Road,Near TV Tower,Fazilka-152123	01
19	S.O.Ajnala	Main Road, Plot No. 2, Amritsar Road, Near Harkrishan Sr. Sec. School, Ajnala	01
20	S.O. Jalalabad	C/o Chugh Cement Store, F.F. Road, Jalalabad (W), Distt. Ferozepur .	01
21	S.O. Sujanpur	Near Kiliari More, Opp.Punjab National Bank,Sujanpur	01
22	S.O.Fatehgarh Churian	Ward No.11, Fatehgarh Churian, Ajnala Road, Tehsil Batala, Distt.Gurdaspur	01

23	S.O. Patti	Main Bazar, Railway Road, Waddi Mandi, Patti	01
24	S.O.Dhariwal	Nai Abadi, Near Malook Tractors Works, G.T. Road, Dhariwal, Distt.Gurdaspur	01
25	S.O.Qadian	Main Harchowal Road, Qadian, Tehsil Batala, Distt. Gurdaspur	01
26	S.O. Kalanaur	Dera Baba Nanak Road, Opp.SBI , Kalanaur 143512	01
27	S.O.Chowk Mehta	Opp.Verka Milk Plant,near Dana mandi, Mehta ,Distt. Amritsar.	01
28	S.O.Dina Nagar	Near Tehsil Road, Daburji road,Distt. Gurdaspur,Pin: 143531	01
29	DO Amritsar	Plot No. 4 & 5, B.Block, Distt. Shopping Complex, B.Block, Ranjit Avenue, Amritsar.	01
TOTAL:			32