

THE WEST BENGAL STATE CO-OPERATIVE BANK LTD.




Registered Office & Head Office: 24A Waterloo Street, Kolkata - 700 069

**THE W.B.STATE CO-OPERATIVE BANK LTD.
24-A.Waterloo Street, Kolkata -700 069.**

**TENDER FOR ONE TIME CONSULTATION TO RENDER FOR
INSTALLATION OF C.C.T.V AT THE BRANCHES/ OFFICES AND
THE HEAD OFFICE OF THE W.B. STATE COOPERATIVE BANK
LTD. AT 24-A. WATERLOO STREET, KOLKATA-700 069.**

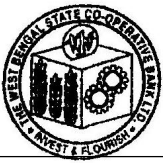
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Date:- 07.11.2019

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CO-OPERATIVE ENTERPRISES BUILD A BETTER WORLD





THE WEST BENGAL STATE CO-OPERATIVE BANK LTD.

Registered Office & Head Office: 24A Waterloo Street, Kolkata - 700 069

OFFER FOR IMPARTING ONE TIME CONSULTANCY SERVICES TOWARDS INSTALLATION OF C.C.T.V (SURVEILLANCE SYSTEM) AT BRANCHES/OFFICES AND THE HEAD OFFICE.

ABOUT THE WEST BENGAL STATE CO-OPERATIVE BANK LTD:-

THE WEST BENGAL STATE CO-OPERATIVE BANK LIMITED (WBSCB), having its registered office at 24A, Waterloo Street, Kolkata-700069 is a 101 years old Banking institution working as an Apex Bank of all Co-operative Banks in West Bengal and serving the needs of people from remote areas to State Capital. Bank has 43 branches in South 24 Parganas, North 24 Parganas, Coochbehar Districts and in Kolkata & Siliguri.

THE WEST BENGAL STATE CO-OPERATIVE BANK LIMITED (WBSCB) intends to install C.C.T.V (Surveillance system) at its different Branches/Offices and Head Office at 24A, Waterloo Street, Kolkata-700069 through an experienced service providers in this field. For that purpose the Bank is asking for **one time consultancy services** from reputed vendors in this field. Vendors having experience to render such services in Commercial Banks, State Co-operative Banks and/or District Central Co-operative Banks may apply with their credentials and past performance certificate. Having experience to impart such consultancy services in any State Co-operative Bank and/or District Central Co-operative Banks will be given preference.

We intend to solicit for this purpose sealed quotations from the prospective service providers on or before 27-11-2019 UP TO 4 PM and quotations will be opened on 28-11-2019 at 11.00 PM in the presence of service providers / their representatives, if presented.

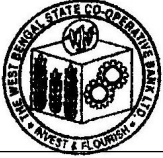
Prospective service providers may collect the format of RFP from **The A.G.M (Law & Estate)**, The West Bengal State Co-Operative Bank Limited, Head Office, 24A, Waterloo Street, Kolkata- 700069 from 14.11.2019 to 21.11.2019 or can download the same from the Bank's website www.wbstcb.com.

No brokers/intermediaries shall be entertained.

| | |
|---|---|
| RFQ Reference | HO/L&E/ 2014 /2019-20 dated 07.11.2019 |
| Date of issue of the RFQ | 07/11/2019 |
| Availability of forms | From 14/11/2019 to 21/11/2019 from Law & Estate Department at Head Office |
| Last Date and time for receipt of Complete quotation: | 27/11/2019 Up To 04:00 P.M. |
| Date and Time of Opening of Proposals | 28/11/2019 at 11:00 Noon |
| Officials to be contacted in case of any problem in submission of bid | 1). Shri Snehasis Chakraborty, AGM (Law &Estate) |
| Address for Communication | The West Bengal State Co-Operative Bank Ltd. 24A, Waterloo Street, Kolkata- 700069 |

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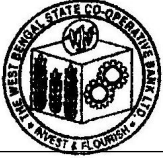
INVITATION TO TENDER

1.01.0 TENDERS:

1.01.01 Sealed quotations are invited from bonafied, established and experienced firms/persons having requisite credentials, adequate resources, having experience to provide such consultancy services preferably at Commercial Banks or any State co-operative Banks or District Central Co-operative Banks in regard to imparting consultancy services towards installation and maintenance of C.C.T.V (Surveillance System) may submit their proposal. Having experience to impart such consultancy services to any State co-operative Bank or District Central Co-operative Bank will be given preference. Such installation of C.C.T.V (Surveillance System) will be at Branches/ Offices and in the Head Office Building of the **W. B. State Co-operative Bank Ltd.** at 24 - A. Waterloo Street, Kolkata – 700069 (for details see Annexure-A). The firms/persons are required to note and submit the following facts & figures invariably to assess their credentials as per clause 1.01.02:

- 1.01.02**
- A) Latest Trade License (Copy to be enclosed)-
 - B) Year of establishment (Copy to be enclosed)-
 - C) Qualification of the vendor/ Technical persons (Please provide details)-
 - D) Experience in the field of consultancy services should be at least 5 years (Please provide details)-
 - E) Profitability (must be in profit in last three years to be substantiated by audited balance sheet and Income Tax Return)-
 - F) Turn over- (The yearly turn over must be at least Rs.50.00 (Fifty) lakh every year in last three years.
 - G) Address of the firms (preferably in Kolkata) -

1.01.03 Submission of proposal comprising the consultancy fees and the credentials along with the cost of forms (Non-refundable) has to be submitted to the **Tender Box** at **3rd floor** of the W.B. State Co-operative Bank Ltd. at 24- A. Waterloo Street, Kolkata - 700 069 between 10 A M to 4 P.M. on any working day between 14/11/2019 to 27/11/2019. The cost of forms amounting Rs. 500/- (Non-refundable) has to be paid through Banker's Cheque favouring "**The west Bengal State Co-operative Bank Ltd**".



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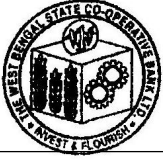
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- 1.01.04** The proposal shall be submitted in sealed Cover containing latest valid copy of Income Tax and GST clearance certificate and the Tender document duly signed. The name of-the-work shall be clearly printed on the cover.
- 1.01.05** The tender shall be addressed to "**The Managing Director, The W. B. State Co-operative Bank Ltd. 24-A. Waterloo Street, Kolkata - 700 069**" and submitted to their office before 4 P. M. on or before 27/11/2019, The tenders will be opened on 28/11/2019 at 11.00 A.M in front of the Bidders, who will remain present.
- 1.01.06** The Bidder shall quote in figures as well as in words the rate and amount quoted by them. The rate to be quoted lump sum, which is inclusive of GST and all. No escalation of price quoted will be entertained any further.
- 1.01.06 The Bidder shall be deemed to have carefully examined the RFP, conditions and to have fully informed and satisfied himself as to the nature and character of the work to be executed.
- 1.01.07 It will be obligatory on the part of the Bidders to render necessary consultancy services once and during the course of tendering process and installation of CCTVs by the awarded vendor.
- 1.01.08 The tender document and the specification shall have to be returned even if no tender is submitted for the work.
- 1.01.09 Acceptance of a tender will rest with the **Employer, namely The W. B. State Cooperative Bank Ltd (herein after called the Bank or WBSCB), 24 - A. Waterloo Street, Kolkata - 700 069**, which does not bind itself to accept the lowest tender and reserve to itself the authority to reject any or all of the tenders received without assigning any reason for doing so. All tenders, in which any of the prescribed conditions are not fulfilled or incomplete in any respect are liable to be rejected.
- 1.01.10 The primary report has to be submitted within 15 days after the receiving of work order.
- 1.02.00 SCOPE OF WORK:**
The scope of work is as follows:



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- 1.02.01 To prepare lay out plan for installation of CCTVs separately for Branches/Offices and Head Office of the Bank at 24-A, Waterloo Street, Kolkata-700069 (As per Annexure-A).
- 1.02.02 To report the Bank regarding number of CCTV required, Type of camera (i.e. Dome/ Bullet/ other types), type of Surveillance system to be used (i.e. I P based or analogue), Hard Disk Capacity to at least preserve data for 100 days, Monitor and other accessories (i.e. cat 6 cable etc) keeping in mind the cost effectiveness and maximum utility of the services Branch-wise/ Office-wise.
- 1.02.03 To prepare tender documents in connection to float tender process in consultation with the Bank Authority.

1.03.00 TERMS OF PAYMENT:

1.03.01 The following terms of payment will be applicable

- a) 70% of the agreed consultancy fees will be paid on full submission of Branch/Office-wise proposal covering 1) the number of CCTVs required, 2) the lay out plan, 3) the Hard Disk capacity keeping in mind the RBI regulations and directives to preserve with, 4) Type of monitor, 5) other accessories required and 6) submission of tender documents to exercise with.
- b) 30% of the agreed amount will be paid on satisfactory execution of Installation of surveillance system or three months, whichever is later.

1.04.00 TAXES & DUTIES:

1.04.01 The Bidders shall include in their prices the GST as applicable and any other taxes / Fees. No extra claim on this account shall be entertained.

1.05.00 CERTIFICATION:

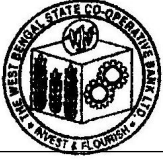
1.05.01 The Bidder shall certify the genuineness of all equipments and materials supplied and

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installed by the awarding vendor upto their satisfaction and in harmony of the specifications approved by the Bank.




1.06.00 SPECIAL CONDITION:

- 1.06.01 The Bidders shall furnish a list of his relatives (if any) working in the W.B State Co-Operative Bank Ltd. along with their designation and addresses.
- 1.06.02 No employee of the W. B. State Co-operative Bank Ltd. is allowed to work as consultant or for a consultant within a period of two years of his retirement from Bank Service, without obtaining any prior written permission from the Bank.

[Manasij Mukhopadhyay]
Managing Director

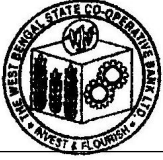
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DECLARATION BY THE BIDDER

To
The Managing Director,
The W. B. State Co-operative Bank Ltd.,
24 - A. Waterloo Street,
Kolkata - 700 069.

Dear Sir,

We hereby submit our proposal for consultancy services for facilitating the Bank to install CCTVs/surveillance system at the Branches/Offices and in the Head Office at 24. - A Waterloo Street, Kolkata -700069 as per Annexure-A at total cost of Rs. (Rs.

) only, which is inclusive of GST and other levies as applicable on the date of this offer. Having carefully examined the tender document and having visited the site, we offer our proposal in accordance with all terms and condition in the tender document.

We undertake to complete the job within one month after receiving work order from your end.




Yours faithfully,

Signature of Bidder
(With Seal)

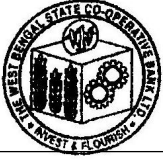
Dated:

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ANNEXURE-A LIST OF BRANCHES OFFICES WITH ADDRESS & CONTACT NO.

| SI No | Name of Branches/Offices | Address | Contact No |
|-------|--|---|---------------------------|
| 1 | Regional Office- Coochbehar | Biswasingha Rd, Coochbehar, PIN-736101 | 03582-222717 |
| 2 | Salt Lake EC Branch | EC-156, Sector-1, Salt Lake City, Kolkata-700064 | (033)2337-0438 |
| 3 | Chetla Branch | Auditorium Block, CIT Market, Kolkata-700037 | (033)2396-7747 |
| 4 | Bhowanipur Branch | 28/A, S.P.Mukherjee Road, Kolkata-700025 | (033)2455-1199 |
| 5 | New Alipur Branch | 23/A, New Alipur, Block-21-C, Kolkata-700053 | (033)2396-6156 |
| 6 | Shyambazar Branch | 15/2B, Balaram Ghosh St,Kolkata- 700004 | (033)2555-6588 |
| 7 | Gariahat Branch | 2/2A, Nandy Street, Kolkata- 700029 | (033)2464-3203 |
| 8 | Beliaghata Branch | P-52, C.I.T Scheme, VIP Market, Kolkata-700054 | (033)2320-5108 |
| 9 | Behala Branch | 15,S.N.Roy, Kolkata-700038 | (033)2478-1373 |
| 10 | Golpark Branch | 28/3A, Gariahat Road, Kolkata- 700029 | (033)2440-5654 |
| 11 | 3/2, Dalhousie Square, Kolkata-700001 | 3/2, Dalhousie Squre, Kolkata- 700001 | (033)2248-8491 ext-140 |
| 12 | Amdanga Branch | Arkhal Amdanga, Panchayet & BDO Office, PIN-743221 | 03216-260118 |
| 13 | Regional Office-North | 36, Rishi Bankim Sarani, Barasat, Kolkata-700124 | (033)-2562-2641 |
| 14 | Canning Branch | Vill-Canning, P.O & P.S- Canning, Dist-South 24-Parganas | (03218)-255239 |
| 15 | Head Office | 24-A, Waterloo Street, Kolkata- 700069 | (033)2248-8491 ext-140 |

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