



The Howrah District Central Co-operative Bank Ltd.

Legacy of a Century

Ref. No.: HWB/HO/1401/24-25

Date : 28/08/2024

NOTICE INVITING E-TENDERS

E-Tender (both Technical & Financial) are invited by the Chief Executive Officer, The Howrah District Central Co-operative Bank Ltd., Uluberia, Howrah, PIN-711316, W. B. from the reputed and interested Suppliers/ Manufacturers for supplying 'Pitney Bowes B700 (version 2)TM Stamp Duty Franking Solution Machine'. It is noted that the machine would be installed/commissioned at Head Office. The Bank reserve the right to itself to cancel any or all the quotations without assigning any reasons there to. The Bank does not bind itself to accept the lowest rate.

Interested Vendors must participate in requisite format (web form) only in the tender wizard's Website: <https://www.tenderwizard.com/eproc> by 09.09.2024.

SI. No.	Descriptions	Quantity	Place of Delivery
1	'Pitney Bowes B700 (version 2) TM Stamp Duty Franking Solution Machine'	1 (One)	The Howrah District Central Co-operative Bank Ltd., Head Office, Uluberia, Howrah, PIN-711316, W. B.

Terms and conditions:

- Comprehensive (composite) price of the above item should be inclusive of all Taxes, GST, Duties, Work contract Tax & delivery cost etc. GST amount should be mentioned separately for each item positively.
- Interested Vendors must participate in requisite format (web form) only in the tender wizard's Website: <https://www.tenderwizard.com/eproc> by **09.09.2024** within 3:00 pm positively.

A comprehensive PDF file, comprising

- The GST Certificate
- Income Tax Returns for the past two years
- Current Trade License
- PAN Card and
- clearly outlining the composite rates, is to be generated.

This file will be uploaded along with the e-tender. Bidders are requested to provide their composite rates in a clear and detailed manner.

- Suppliers will be refused payment if the supplied materials do not confirm to the specimen or specification.


Chief Executive Officer
The Howrah Dist. Central Co-op. Bank Ltd.
P.O.: Uluberia, Dist.: Howrah- 711315



Registration No. 309 dated 19-09-1919
Head Office: Uluberia, Dist: Howrah, West Bengal, PIN: 711316
Phone: (033) 3570 2749 / Email: dccbhowrah@gmail.com



The Howrah District Central Co-operative Bank Ltd.

Legacy of a Century

- d. Payment will be made on demand after delivery of the machine and satisfactory report of the Bank Officials after deduction of Taxes as will be applicable.
- e. Suppliers shall have to supply goods at their own cost to the place of delivery noted above i.e. The Howrah District Central Co-operative Bank Ltd., Head Office, Uluberia, Howrah, PIN-711316, W. B. positively within 30 days from issue of purchase order. Suppliers shall be penalized for any default in supply.
- f. The Tender will be opened on **9th September, 2024 at 3.30 p.m.** at the Head Office of the Bank through online mode, if not declared as holiday, otherwise on next working day at 11.00 a.m. Vendor's representation is solicited.
- g. On-Site Training to Authorized Operator will be provided free of cost by the vendor along with hand hold support.

SI. No.	Particulars	Date & Time
1	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	29-08-2024 11:00 AM onwards
2	Documents download/sell start date (Online)	29-08-2024 11:00 AM onwards
3	Documents download/sell end date (Online)	09-09-2024 till 3:00 PM
4	Bid submission start date (On line)	29-08-2024 11:00 AM onwards
5	Last Date of submission of original copies for the cost of Tender, Documents and Earnest Money Deposit (Offline)	09-09-2024 till 3:00 PM
6	Bid Submission closing (On line)	09-09-2024 at 3:00 PM
7	Bid opening date for Technical Proposals (Online)	09-09-2024 at 3:30 PM

E-Tender process to be followed:

This Tender will follow e-Tendering process (e-bids) as under which will be conducted by Bank's authorized e-Tendering Service Provider M/s. Antares Systems Ltd. through the website <https://www.tenderwizard.com/eproc>.

Following activities will be conducted online through above website:

- a) Submission of Technical Bid & Price Bid by the Vendor
- b) Opening of Technical Bid & Price Bid by the Bank
- c) Clarification, if any, sought by the Bank
- d) On-line evaluation by the Bank

Representatives of Vendors will be given training for e-Tendering by the Service Provider namely M/s Antares Systems Ltd.

Bidders who wish to participate in online tenders will have to register with the website (<https://www.tenderwizard.com/eproc>) through the "**Register**" link provided on the home



Registration No. 309 dated 19-09-1919

Head Office: Uluberia, Dist: Howrah, West Bengal, PIN: 711316

Phone: (033) 3570 2749 / Email: dccbhowrah@gmail.com


Chief Executive Officer

The Howrah Dist. Central Co-op. Bank Ltd.
P.O.-Uluberia, Dist.: Howrah- 711316



The Howrah District Central Co-operative Bank Ltd.

Legacy of a Century

page. Registration charges in e-Tendering Website for Vendor/Supplier is Rs.2,000/- plus GST.

Bidder will create login id & password on their own in registration process.

Following facilities shall be provided to the bidders/vendors by service provider M/s Antares Systems Ltd:

- Support to the Bidders for participating in the bids through e-tendering Website.
- Call center support/ email/phone/mobile etc, in all possible medium.
- Registration with the e-tendering website.
- User Manual/Training Kit to the Bidder
- Any no. of users of Vendor/ Bidder organization can take support on the e-tendering system.
- Bidder who wish to participate in this tender need to procure Digital Signature Certificate (for Signing and Encryption) as per Information Technology Act-2000 and CVC guidelines. Using that they can digitally sign their electronic bids. Bidders can procure the same from any of the CCA approved certifying agencies, or they may contact with M/s Antares Systems Ltd. at below mentioned address and they will assist them in procuring the same. Bidders who already have a valid Digital Signature Certificate need not to procure the same.

In case bidders need any clarification regarding online participation, they can contact

Antares Systems Ltd.

Registered Office at: #137/3,

'Honganasu' Kengeri, Bangalore Mysore Road, Bangalore-560 060, India,

Ph: - 080-4935-2000/ 080-4048-2000, Fax: 080-4935-2034

**Help Desk: 9073677150/151/152/ 9674758723/26/ 9708966660/ 9044314492/
033-4604 6611/ 080-4048-2100**

Contact Person: Mr. Kushal Bose/ Mr. Biswajit Chakraborty -Mobile no. 09674758719/
09674758723, (On working days-0900 hours-1800 hours)

e-mail: kushal.b@antaressystems.com, biswajit.c@antaressystems.com

THE BANK AUTHORITY RESERVES THE RIGHT TO ACCEPT AND/OR REJECT ANY OR ALL THE TENDERS WITHOUT ASSIGNING ANY REASONS THERETO AND THE BANKS DECISION SHALL BE BINDING AND FINAL.

For any queries please contact: 033-3570-2749 (from 11:30 a.m. to 4:30 p.m.) on all working days.

(Sounak Banerjee)
Chief Executive Officer


Chief Executive Officer
The Howrah Dist. Central Co-op. Bank Ltd.
P.O.: Uluberia, Dist.: Howrah- 711315



Registration No. 309 dated 19-09-1919

Head Office: Uluberia, Dist: Howrah, West Bengal, PIN: 711316

Phone: (033) 3570 2749 / Email: dccbhowrah@gmail.com