

Notice Inviting Tender Quotation for Annual Maintenance Contract for Note counting machine and Fake note detector machine.

TENDER NO. Est- 04/2022-2023

LIC of India, Bhavnagar DO invites tender for Annual Maintenance Contract for Note counting machine and Fake note detector at Branch Offices, Satellite Offices, Division Office and various offices under LIC, Bhavnagar Division Jurisdiction in sealed envelope from **reputed firms or vendors having sound financial capacity and registered office or distributorship either at Bhavnagar or Surendranagar or Botad or Amreli Districts. The Proof of having office or distributorship must be attached with the Annexure-"A"**. The Tenders, meeting the eligibility criteria specified in the tender format, shall only be considered for further evaluation. For complete details and bid documents please log on to our website www.licindia.in and go to "Tenders" and click on the link "**Annual Maintenance contract for Note counting machine and Fake note detector Machine-Bhavnagar Division**" for Note counting machine and Fake note detector. Application forms may be obtained from Estates department of Divisional Office Bhavnagar of LIC of India or **can be downloaded** from our website www.licindia.in, go to "Tenders" and click on the link "**Annual Maintenance contract for Note counting machine and Fake note detector Machine-Bhavnagar Division**" at above mentioned address from 06.03.2023 to 24.03.2023 on all working days from 10.15 AM to 16.30 PM.

Last date and time for submission of tender forms is 24.03.2023 (16.30 PM)

LIC of India reserves the right to accept or reject any or all offers/ Quotations in full/ part without assigning any reason whatsoever.

Office hours Monday to Friday 10.00 AM to 05.30 PM (Office will remain closed on Saturdays, Sundays and Public Holidays)

Date : 06.03.2023

Place : Bhavnagar


Sr. Divisional Manager




लाइफ इन्सुरन्स कोर्पोरेशन ऑफ इन्डिया
भारतीय जीवन बीमा निगम
LIFE INSURANCE CORPORATION OF INDIA

Bhavnagar Divisional Office
Estates Deptt., 3rd Floor, "Jeevan Prakash",
Neelambag Circle, Bhavnagar-364001
Tele No. 0278-2430742/2439281
Email: estates.bhavnagar@licindia.com

TENDER NOTICE FOR ANNUAL MAINTENANCE CONTRACT OF "Annual Maintenance Contract for Note counting machine and Fake note detector machines".		
S.NO	ACTIVITY	DETAILS
1	Tender No. / Date	Tender No. Est-4 (TENDER FOR "Annual Maintenance contract for Note counting machine and Fake note detector machines".
2	EMD	Rs. 3000/- (Rs. Three Thousand Only) by way of Demand Draft drawn on any Schedule Bank Payable at Bhavnagar Favoring Life Insurance Corporation of India. It is not applicable to MSME / NSIC Vendor with valid certificate.
3	Security Deposit	3% of contract value is to be deposited within 15 days of the date of acceptance letter.
4	Tender fee and Documents	Tender forms will be issued on payment of Rs.118/- including GST in cash/DD on cash counter (non refundable) from Estates Department, Jeevan Prakash Building, 3rd Floor, Neelam Baug, Bhavnagar. 3640001, From 06.03.2023 from, 10.15 AM to 24.03.23 up to 16.30 PM. The tender Document can be downloaded from our website www.licindia.in , go to "Tenders" and click on the link "Annual Maintenance contract for Note counting machine and Fake note detector Machine-Bhavnagar Division". The Firms/Agencies/Companies having registration under NSIC/MSME will be eligible for exemption from tender fee.
5	Date of Sale of Tender Documents and Time	06.03.2023 from, 10.15 AM to 24.03.23 up to 16.30 PM. (Excluding Saturday, Sunday and Public Holidays)
6	Contract period	Contract period will be for Two years and which can be extended on the same Rates, Terms and Conditions for another one year on mutual consent.
7	Notice period for termination of contract	One month if LIC intends to terminate the services. Three months if the vender / service provider intends to terminate the contract.
8	Validity of Bid	90 days from the opening of tenders.
9	Address for submission of bid	Shri Dinesh Chauhan, A.O. Life Insurance Corporation of India, BHAVNAGAR DIVISIONAL OFFICE, P&IR Department, Jeevan Prakash Building-3 rd Floor, Neelam Baug, Bhavnagar. 364001.

10	Last Date And Time Submission of Bids documents	Bidders fulfilling the eligibility conditions for TENDER FOR "Annual Maintenance contract for Note counting machine cum Fake note detector machine" mentioned in the Tender should submit sealed covers Superscripted as Tender No.Est-04, dated 06.03.2023 "Tender for "Annual Maintenance contract for Note counting machine and Fake note detector machine"and Name of Tenderer, on or before 24.03.2023 up to 16.30 PM (last date of submission of tender) .
11	Bid opening Date / Venue	The sealed covers will be opened by the Tender Opening committee on 27.03.2023 at 11.30 am . The concerned agency/firm may remain present at the time of opening of the Tender. at "Conference hall 3rd Floor, Jeevan Prakash Bldg., Neelam Baug, Bhavnagar".
12	Contact Details	Ph.No.0278-2430742 email id: estates.bhavnagar@licindia.com
13	Official Website (URL)	The tender Document can be downloaded from our website www.licindia.in , go to "Tenders" and click on the link "Annual Maintenance contract for Note counting machine and Fake note detector Machine-Bhavnagar Division" .
In case there is any change in the schedule the same will be displayed on our website.		

(Signature of vender with seal)


Manager(E&OS)
Bhavnagar Division



INSTRUCTIONS TO BIDDERS

The sealed tender is invited for running contract for **Annual Maintenance contract for Note counting machine and Fake note detector machine**. AMC as per enclosed Annexure – A-B-C-D.

The Bidders are advised to submit the their tender as per follow the following instructions.

- (i) **Envelope No. 1: (Annexure - A,B,C)** duly completed and signed should be put in this envelope. The envelope should be sealed properly with super scribed as "**Tender No Est-4 for "Annual Maintenance contract for Note counting machine and Fake note detector machine.– Annexures '.** Firm's name and Address should be written on the envelope. The DD for tender fee and EMD should be put in this envelope
- (ii) **Envelope No. 2: Financial Bid (Annexure -D)** duly completed and signed should be put in this envelope. The envelope should be sealed properly with super scribed as "-**'Financial Bid' for "Tender No Est-4 for Annual Maintenance Contract for Note counting machine and Fake note detector machine.** Firm's name and address should be written on the envelope.
- (iii) **Envelope No. 3: Both the Envelope No. 1 and 2 as mentioned above,** are to be put into this envelope. The envelope should be sealed properly with super-scribed as Tender No.Est-04 of 2022-2023, "**Tender for Annual Maintenance Contract for Note counting machine and Fake note detector machine**". The name of firm should be mentioned on the envelope.

Each page of all the Annexures - A, B, C, D should be duly signed and sealed. The sealed tender envelope should reach us on or before **24.3.2023 at 16.30 PM** to **Shri Dinesh R. Chauhan, AO, LIC of India, BHAVNAGAR DIVISIONAL OFFICE, P&IR DEPARTMENT, 3rd FLOOR, JEEVAN PRAKASH BUILDING, NEELAM BAUG, BHAVNAGAR-364001.**

(The tender received after the stipulated time and date will not be considered.)

LIC of India reserves the right to accept or reject any or all offers/quotations in full/part without assigning any reason whatsoever.


Manager(E&OS)





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Annexure-A
Detail information of Vendor

S.N o.	Information sought	Information Provided
1	Name of the Firm (In Block Letters)	
2	Date of Establishment / Incorporation	
3	Registration no. for registration under Companies Act, 1956. (Please enclose photocopy of certificate)	
4	Correspondence address and telephone no. with email id	
5	Address of Head Office (If separate) and Telephone no.	
6	Status Proprietary/ Partnership/ Private Limited Company/ Public Limited Company	
7	Name of the Partners/ Directors	
8	Name of Chief Executive with his present address and Telephone nos.	
9	Name of Representative (s) with Designation who would be calling on us and attending to our jobs and his Contact numbers.	
10	Details of Tender fee and EMD MR number Date of deposit Amount (Rs) OR Demand draft number and date of Rs 118/- for Tender fee and Rs. 3000/- for EMD in favor of "LIC of India" payable at Bhavnagar.	1)MR / DD No. date / / Of Rs. 118/- for Tender Fee. (2) MR / DD No. Date / / of Rs. 3000/- for EMD.
11	Name of Bankers with address & telephone nos. IFSC Code & A/C No.(Please attach Photo copy of bank pass book or Cancelled cheque of the Firm)	
12	PAN No. and GSTIN of the Firm (Please enclose photocopies of both)	
13	State the latest Income tax assessed year and the amount of tax assessed (Copies of last 03	

	years, IT Returns, Balance Sheets & Revenue A/C to be enclosed)	
14	MSME document submitted – if applicable	
15	Details of experience of running contract in any office of LIC of India and /or prestigious P.S.U.s. (Central).	
16	Mention any other specialties of your Establishment	
17	Whether holding certificate under shops and establishment act,(If yes duly renewed copy should be Enclosed.)	
18	Have your firm ever been blacklisted by LIC of India or PSU/BFSI organization/ Govt. / Semi Govt./ Quasi Govt. departments in India as on date of submission of bid or any order has been terminated or cancelled any time give details.	

(Note: Please type this form or fill it legibly in ink. If space provided is insufficient, please type or write the replies on a separate sheet giving appropriate question number duly authenticating the same with seal and signature and attach it to the form)

I/We _____ request Life Insurance Corporation of India, Bhavnagar Divisional Office to consider our bid. We agree to abide by all the ELIGIBILITY CRITERIA AND OTHER TERMS AND CONDITIONS and assure to render the services to the fullest satisfaction of the corporation.

Dated atthis.....day2023

Signature of Tenderer with Seal

Name:

Note: The Corporation reserves the right to accept or cancel tender/bids of any/ of the agencies at their absolute discretion without assigning any reason thereof. Applications received with incomplete information or alteration not authenticated with proper seal and signature will not be considered.


Manager(E&OS)
Bhavnagar Division



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Annexure-B

UNDERTAKING

Ref: ESTATES/TENDER/Est-04/2022-2023

We hereby confirm that we have not been blacklisted by LIC or PSU/ BFSI Organization/ Government / Semi Government / Quasi Govt. Departments in India as on date of submission of bid in response to the above.

We also agree with your terms and conditions quoted in tender.

Dated at _____ this _____ day of _____ 2023

Authorized Signatory Signature

NAME:

DESIGNATION:

Name and Address and SEAL OF THE FIRM / COMPANY:


Manager(E&OS)
Bhavnagar





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Annexure-C

The various terms and conditions of comprehensive AMC for note counting machine and fake note detecting machine:

- 1] It is Non Comprehensive Maintenance Contract for the period of two years, This can be extended up to further 1 year on mutual understanding of both the parties with same terms and conditions.
- 2] Mode of servicing Quarterly for all offices mentioned in the list. Make of Note Counting/Fake note detector machines are either Albortsons or Mycica or KBC or Methodex.
- 3] Break down calls should be attended free & immediately for DO & Local branches and within 48 hours for mofussil branches.
- 4] Payment will be made on quarterly base after servicing and on submission of service report duly signed by office authorities name and seal with Inventory No of Note counting machine and Fake note detector machine.
- 5] Servicing includes preventive and corrective of note counting machine , loose note counting machine and fake note detecting machine. Preventive maintenance includes cleaning of internal circuit board and all parts like main board, vacuum pump, motor, counter, spindle, transformer , belt etc... and all other measures necessary for proper functioning of the machine. The contract includes repairing or replacement of all machine spare parts viz... main board, vaccume pump, motor, counter, spindle, transformer , belt etc... during AMC period. **You shall also arrange for all type of spare parts and shall be paid separately for cost of parts.**
- 6] The tender in the prescribed format (Hard Copy only) to be submitted to LIC of India Bhavnagar DO on or before the last date and time specified i.e. 24th March, 2023, 16.30 pm.
- 7] The Corporation reserves the right to accept any tender; this does not necessarily mean that the lowest quotation will be accepted.
- 8] After engaging the services of the firm, if it is found that the services are not rendered to the satisfaction of the Corporation, the services may be terminated at the sole discretion of Corporation and Corporation shall have the right to engage the services of any of other firm as it may deem fit. In this course if any financial loss or damage to reputation of Corporation is caused, the firm shall be legally bound to make good the same in monetary term to be decided by LIC. Corporation reserves right to cancel order at any time and need not assign any reason for that action.

Tenderer's sign.
(With Seal)

- 9] Mere submission of the application for tender does not confer the right of selection.
- 10] Life Insurance Corporation of India reserves its right to reject, accept or cancel the process of tender Selection without assigning any reason thereof for which Life Insurance Corporation of India shall neither be liable nor obligatory to inform the applicant the grounds of any such action.
- 11] Any dispute arising out of or relating to this tender shall be deemed to have arisen in Bhavnagar and be subject to adjudication of competent Court in Bhavnagar only.
- 12] Any tender not complying wholly with these terms and conditions shall be liable for rejection.
- 13] In the event of any loss or damage being caused to LIC on account of the negligence of the vendor or its Employees, the vendor shall make good the loss sustained by LIC either by replacement of the material or equipment or payment of compensation.
- 14] The vendor shall not appoint any sub-vendor to carry out any obligations under the contract.
- 15] If the vendor commits breach of any of the terms and conditions hereof and/or fail to carry out any instructions issued to him by the LIC from time to time, it shall be open and lawful for the LIC to terminate this agreement forthwith without assigning any reason and can get the work done by any person(s) or through any other agency or vendor at the risk and cost of the vendor and the vendor shall have no right to make any representation in this regard.
- 16] The employees of the vendor shall never be considered to enjoy any right to enter the premises of LIC by virtue of this agreement or otherwise at any time except with the prior permission of the LIC and while entering our premises every employee must wear the I-card issued by Vendor.
- 17] It is clearly understood by the vendor that the persons employed by the vendor for providing services as mentioned herein, shall be the employees of the vendor and not of "The LIC". The vendor shall be liable to make payments to its said employees.
- 18] If vendor commits breach of any covenant or any clause of this agreement, the LIC may send a written notice to the vendor to rectify such breach within the time limit specified in such notice. In the event the vendor fails to rectify such breach within the stipulated time Corporation reserve the right to forfeit the outstanding Bills/EMD/ Security Deposit, further agreement shall forthwith stand terminated and the vendor shall be liable to the LIC for losses or damages on account of such breach.
- 19] This agreement may be terminated forthwith if vendor becomes insolvent, ceases its operations, dissolves, files for bankruptcy or bankruptcy protection, appoints receivers, or enters into an arrangement for the benefit of creditors, the other party shall have the right to immediately terminate this agreement.

Tenderer's sign.
(With Seal)

- 20] Tax at source will be deducted from the payment as per the Income Tax Rules applicable.
- 21] No advance payment shall be made.
- 22] The Vendor(including MSME/NSIC registered vendors) will have to deposit 3% of Contract Value as Security Deposit within 15 days from the date of work order. It will not carry any interest and same will be refunded to the concern vender only after completion of contract.
- 23] No extra Terms and Conditions of the vendor will be accepted at any time. If any vendor gives his own Terms and Conditions his tender will be rejected without informing him and the tender must be submitted in the Annexure provided by LIC i.e. Annexure A,B,C,D.
- 24] The Vendor shall be responsible to follow all Local, state and central Act, rules and regulation in this regard. And for the payment of wages of his workers and shall abide by various laws enacted for welfare of the workers and he shall be personally liable for any damages etc which may be caused due to his failure to comply with various provisions of the law.
- 25] In case more than one bidder quoting the lowest identical price then decision will be taken on the basis of the agency having work experience and maximum average annual turnover during the last three years.
- 26] If the services are not satisfactory the annual maintenance contract will be terminated even in the middle of the term.
- 27] Penalty of 3% to maximum 10% of AMC will be charged every week for delay beyond 48 hours and Non servicing of equipment's calculated for the period from expiry of previous preventive maintenance period to date of servicing.
- 28] It shall be responsibility of the vendor to make all note counting and fake note detecting machines work satisfactorily throughout the AMC period and to hand over to LIC of India in working condition.
- 29] Sr. Divisional Manager may call for any clarification and explanation and documents subsequent if required.
- 30] During contract period Corporation may add or remove note counting machines and fake note detecting machines for AMC to provide services on same rates , terms and conditions.

I accept the above terms

Tenderer's sign.
(With Seal)


Manager(E&OS)
Bhavnagar Division





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Application Form

Financial Bid


Annexure D

Financial quotation for the AMC of Annual Maintenance Contract for Note counting Machine and Fake note Detector machine per annum

Type of Machine	Quantity	Total Annual Maintenance Charge (Without GST) (Amount in figure) <u>Per Machine</u>	Total Annual Maintenance Charge (Without GST) (Amount in wods) <u>Per Machine</u>
Note Counting Machine	18		
Fake Note Detector Machine	27		

GST Rate : As per Applicable Rae.

Sign : _____
(With Seal of Firm/Company)


Manager(E&OS)
Bhavnagar Division

Name & Designation : _____

Place :

Date :



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**LIST OF BRANCHWISE/SO WISE NOTE COUNTING MACHINES AND FAKE NOTE DEECTOR MACHINES
(Albortsons/Mycica/KBC/Methodex)**

SLNO	Branch Name	Address	Fake Note Detector Machine	Note Counting Machine	Grand Total
1	CBO-1	1st floor, Gangajalia talav, Bhavnagar	2		2
2	CBO-2	Ground floor, Gangajalia talav, Bhavnagar	4	2	6
3	CBO-3	Jeevan prakash, 1st floor, Nilambaug circle, Bhavnagar	2	1	3
4	Amreli	Jay Nagnath, Nagnath Mandir Road, Amreli - 364601	4	1	5
5	Botad	Uma complex, Paliyad Road, Opp. S T Bus stop, Botad -364710	2	1	3
6	Dhrangadhra	Bhavani Bhuvan, Jhala Road, Dhrangadhara - 363710	1	1	2
7	Limbadi	Bharaj Complex, 1st Floor, Opp. Fatesinhji Jain, Limbdi -363421	1	1	2
8	Mahuva	Opp. Old bus stop, Nr. Meghdut Cinema. Mahuva		1	1
9	Savarkundla	Shyamji Kanji's Lathi, Station Road, Savarkundla - 364515	1		1
10	Sihor	Infinity mall, plot no.27/B, Bhavnagar Road, Sihor - 364240		2	2
11	Surendranagar	Nr. Mela Maidan, Surendranagar-363101	1	2	3
12	Palitana SO	1 st floor, Khodal plaza, Nr. petrol pump, Bus stand Road, Palitana		1	1
13	Gariyadhar SO	1 st floor, Metro plaza complex, Hall no.2, Bus stand Road, Gariadhar		1	1
14	Chotila SO	Near Raj Guest House, Highway road, Chotila-363520		1	1
15	Wadhwan SO	Vaidehi society, 1 st floor, Nr. Bhaktinandan circle, Wadhwan		1	1

16	Waghawadi SO	101- First Floor, Silver Ark, Plot No. 9, Waghawadi Road, Bhavnagar – 364002	2		2
17	Bagasara SO	R.B. Complex, Opp. Bus Stand, Bagasara.	1		1
18	Lathi SO	1 st floor, Maruti nandan complex, Nr. Lathi bus stop, Amreli-Bhavnagar high way, Lathi		1	1
19	Gadhda SO	Harinarayan Tyres, Opp. Dr. Kalathia's bungalow, Botad Road, Gadhada	2		2
20	Vallabhipur SO	1 st floor, River view shopping centre, Ahmedabad-Bhavnagar highway, Vallabhipur	1		1
21	Rajula SO	Second Floor, Surya Palace, Opp. Axis Bank, Rajula.	1		1
22	Talaja SO	1 st floor, Dr. Abidbhai complex, Nr. Gandhiji's statue, S T stand Road, Talaja	1		1
23	Division Office	Jeevan prakash, Nilambaug circle, Bhavnagar	1	1	2
	Grand Total		27	18	45

Sign of the Vendor : _____
(With Seal of Firm/Company)


Manager (E&OS)
Bhavnagar Division

9/6/20