



**REQUEST FOR PROPOSAL**  
**FOR PROCUREMENT,**  
**INSTALLATION, COMMISSIONING AND**  
**TESTING OF AUDIO CONFERENCE SYSTEM FOR 5<sup>TH</sup> FLOOR BLOCK-E OF**  
**SAMRIDDHI BHAVAN**

Ref: SBI: SBI/ITS/KOL/2019-20/01    dated : 03.05.2019

**ASSISTANT GENERAL MANAGER (ITS)**  
**IT SERVICES DEPARTMENT**  
**STATE BANK OF INDIA**  
**LOCAL HEAD OFFICE,**  
**KOLKATA**

**PART 1: INVITATION TO BID**

State Bank of India (hereinafter referred to as SBI / the Bank) is having its Corporate Centre at Mumbai and other offices (LHOs, RBOs, AOs etc.) in various cities across the country.

In order to meet the hardware requirements of various branches / offices in **Kolkata Circle**, the Bank proposes to invite tenders from established organizations (hereinafter referred to as “Bidder” i.e. empanelled vendor) to undertake supply, installation, testing, commissioning and maintenance of equipment as per details listed out in this document.

The Bidding Document may be obtained from the Bank as under or downloaded from Bank’s Website [www.statebankofindia.com](http://www.statebankofindia.com) or [www.sbi.co.in](http://www.sbi.co.in) and the bid should be submitted to the office of :

**Assistant General Manager (ITS)**  
**IT Services Department**  
**State Bank of India**  
**Local Head Office**  
**Kolkata-1**

- ❖ Please note that all the information desired needs to be provided. Incomplete information may lead to non-consideration of the proposal.
- ❖ **Bank reserves the right to change the dates mentioned in this RFP document, which will be communicated to the bidders.**
- ❖ The information provided by the bidders in response to this RFP document will become the property of SBI and will not be returned. SBI reserves the right to amend, rescind or reissue this RFP and all amendments will be advised to the bidders and such amendments will be binding on them.

### SCHEDULE OF EVENTS

Bid Document Availability	Bidding document can be downloaded from website <a href="http://www.sbi.co.in">www.sbi.co.in</a> from to 03.05.2019 to 06.05.2019
	No pre-bid meeting
Clarifications to queries raised at pre-bid meeting to be provided	NA
Last date of submission of technical bids	2 PM on 08.05.2019
Opening of Technical Bids	3 PM on 08.05.2019 Authorized representatives of vendors may be present during opening of the Technical Bids. However Technical Bids would be opened even in the absence of any or all of the vendors representatives.
Opening of Commercial Bids	Through on-line Reverse Auction. The date for reverse auction will be communicated to such bidders who qualify in the Technical Bid.
Contact Details	
Address for Communication and submission of bid.	Assistant General Manager (ITS) IT Services Department, Samriddhi Bhavan, Technology Block, 2 <sup>nd</sup> Floor, Kolkata-1
All correspondence relating to this RFP should be sent to following email ids	<a href="mailto:agmcnc.lhokol@sbi.co.in">agmcnc.lhokol@sbi.co.in</a>

**INSTRUCTIONS FOR Bidders (IFB)****TABLE OF CLAUSES**

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**A. INTRODUCTION****3.1 Broad Scope of Work :**

- 3.1.1 Supply, installation, testing, commissioning and maintenance of Audio Conference System at 5<sup>th</sup> Floor Conference room of Samriddhi Bhavan Block-E of LHO Building.(The Bidders may have a look of the conference room through proper channel)

**3.2 Eligibility Criteria**

- 3.3.1 This tender is restricted to vendors empaneled / worked with State Bank of India for supply of Audio Conference System. Quotations may be accepted from other than these vendors, who are working in the same field for more than 10 years.

- 3.3 Cost of Bidding :** The Bidder shall bear all costs associated with the preparation and submission of its Bid, and the Bank will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the Bidding process.

**B. THE BIDDING DOCUMENTS****3.4 Documents constituting the Bid**

- 3.4.1 The Bidding Documents include:

- (a) PART 1 - Invitation to Bid (ITB)
- (b) PART 2 - Disclaimer
- (c) PART 3 - Instruction for Bidders (IFB)
- (d) PART 4 - Terms and Conditions of Contract (TCC)
- (e) PART 5 - Bid Forms, Price Schedules and other forms (BF)

- 3.4.2 The Bidder is expected to examine all instructions, forms, terms and specifications in the Bidding Document. Failure to furnish all information required by the Bidding Document or to submit a Bid not substantially responsive to the Bidding Document in every respect will be at the Bidder's risk and may result in the rejection of the Bid.

**3.5 Clarification / Amendment of Bidding Document**

- 3.5.1 Bidder requiring any clarification of the Bidding Document may notify the Bank in writing at the address or by e-mail indicated in Schedule of Dates on or before (time) on (date) indicated therein.
- 3.5.2 Text of queries raised (without identifying source of query) and response of the Bank together with amendment to the bidding document, if any will be posted on Bank's website. No individual clarification will be sent to the bidders. It is the responsibility of the bidder to check the website before final submission of bids.
- 3.5.3 Relaxation in any of the terms contained in the Bid, in general, will not be permitted, but if granted, the same will be put up on Bank's Website.
- 3.5.4 All bidders must ensure that such clarifications / amendments have been considered by them before submitting the bid. Bank will not take responsibility for any omissions by bidder.

- 3.5.5 At any time prior to the deadline for submission of Bids, the Bank, for any reason, whether, at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the Bidding Document, by amendment.
- 3.5.6 In order to enable bidders reasonable time in which to take amendments into account in preparing the bids, the Bank, at its discretion, may extend the deadline for submission of bids.

### **C. PREPARATION OF BIDS**

#### **3.6 Language of Bid**

- 3.6.1 The Bid prepared by the Bidder, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and the Bank and supporting documents and printed literature shall be submitted in English.

#### **3.7 Bid Prices through Reverse Auction**

- 3.7.1 Prices are to be quoted in **Indian Rupees** only.
- 3.7.2 Prices quoted should be inclusive of all Central / State Government levies, taxes, sales tax, excise duty, custom duty, etc., as also cost of incidental services such as transportation, insurance etc. **but exclusive of Octroi / Entry Tax / Service Tax payable which will be reimbursed upon production of original receipts.**
- 3.7.3 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the Contract and shall not be subject to variation on any account, including exchange rate fluctuations, changes in taxes, duties, levies, charges etc. A Bid submitted with an adjustable price quotation will be treated as non-responsive and will be rejected.

#### **3.8 Delivery Schedule & Penalty for Delayed Deliveries**

- 3.8.1 Delivery & installation of all equipment should be within **2 weeks** from date of placement of order.
- 3.8.2 In the event of the equipment not being delivered, installed, tested and commissioned within a period of 2 weeks from date of Purchase Order, a penalty of one (1) percent of the total consideration for each week or part thereof the delay, subject to maximum amount of ten (10) percent of the total consideration will be charged to vendor.
- 3.8.3 This amount of penalty so calculated shall be deducted at the time of making final payment after successful installation and commissioning of hardware.
- 3.8.4 The Bank also reserves the right to cancel the Purchase Order and forfeit the EMD. In the event of such cancellation, the vendor is not entitled to any compensation. **PLEASE NOTE THE DELIVERY SCHEDULE SHALL BE FOLLOWED STRICTLY AS STIPULATED. ANY DELAY SHALL BE VIEWED SERIOUSLY AND PENALTIES LEVIED.**

**3.9 Earnest Money Deposit (EMD):: Rupees Fifty Thousand only in the form of Demand Draft.**

**3.10 Period of Validity of Bids**

3.10.1 Bids shall remain valid for a period of <90 > days i.e. from 03.05.2019.

3.10.2 In exceptional circumstances, the Bank may solicit the Bidders' consent to an extension of the period of validity. The request and the responses thereto shall be made in writing.

3.10.3 The Bank reserves the right to call for fresh quotes any time during the validity period, if considered necessary.

**3.11 Format and Signing of Bid**

3.11.1 Each bid shall be in the following parts:-

**Part I- Technical Proposal.** (as per clause 3.8 above)

**Part II- Indicative Price Bid.** (To be submitted online as **Sealed Bid** at the beginning of the Reverse Auction Process by the participating bidders who qualify in the technical bid)

**Part III- Financial Bid.** (Through online Reverse Auction Process after receiving the Sealed Bids from the bidders)

The **Technical Proposal** part should be submitted in sealed NON-WINDOW envelopes, each superscribed with “**Supply, Installation, Testing, Commissioning and Maintenance of Audio Conference System for Conference Room of Sribriddhi Bhavan.**”

3.11.2 The Bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the Contract. The person or persons signing the Bids shall initial all pages of the Bids, except for un-amended printed literature.

3.11.3 Any inter-lineation, erasures or overwriting shall be valid **only** if they are initialled by the person signing the Bids. The Bank reserves the right to reject bids not conforming to above.

**D. SUBMISSION OF BIDS**

**3.12 Sealing and Marking of Bids**

3.12.1 The Bidders' shall seal the NON-WINDOW envelope containing the “Technical Bid” documents.

3.12.2 The envelope shall :

a) be addressed to the Bank at the address given in Part-I ; and

- b) bear the Project Name “**Supply, Installation, Testing, Commissioning and Maintenance of Audio Conference Room at 5<sup>th</sup> floor (Block-E) of Samriddhi Bhavan, LHO Building.**”

3.12.3 All envelopes should indicate the name and address of the Bidder on the cover.

3.12.3 If the envelope is not sealed and marked, the Bank will assume no responsibility for the bid’s misplacement or its premature opening.

### **3.13 Deadline for Submission of Bids**

3.13.1 Bids must be received by the Bank at the address specified, no later than the date & time specified in the “Schedule of Events” in Invitation to Bid.

3.13.2 In the event of the specified date for submission of bids being declared a holiday for the Bank, the bids will be received up to the appointed time on the next working day.

3.13.3 The Bank may, at its discretion, extend the deadline for submission of bids by amending the bid documents, in which case, all rights and obligations of the Bank and bidders previously subject to the deadline will thereafter be subject to the extended deadline.

**3.14 Late Bids :** Any Bid received after the deadline for submission of Bids prescribed, will be rejected and returned unopened to the bidder.

### **3.15 Evaluation of Price Bids and Finalization**

3.15.1 Only those Bidders who qualify in pre-qualification and Technical evaluation would be shortlisted for commercial evaluation via Reverse Auction conducted by the Bank’s authorized eProcurement service provider, details of which are provided in Annexure–5.7

3.15.2 The L1 Bidder will be selected on the basis of net total of the price evaluation as quoted in the Reverse Auction.

3.15.3 The successful bidder is required to provide price breakup within 48 hours of conclusion of the Reverse Auction.

3.15.4 Arithmetic errors, if any, in the price breakup format will be rectified as under :

- (a) If there is a discrepancy between the unit price and total price which is obtained by multiplying the unit price with quantity, the unit price shall prevail and the total price shall be corrected unless it is a lower figure. If the bidder does not accept the correction of errors, the bid will be rejected.
- (b) If there is a discrepancy in the unit price quoted in figures and words, the unit price in figures or in words, as the case may be, which corresponds to the total bid price for the bid shall be taken as correct.
- (c) If the vendor has not worked out the total bid price or the total bid price does not correspond to the unit price quoted either in words or figures, the unit price quoted in words shall be taken as correct.



- (d) Bank may waive off any minor infirmity or non-conformity or irregularity in a bid, which does not constitute a material deviation, provided such a waiving does not prejudice or affect the relative ranking of any bidder.

### **3.16 Contacting the Bank**

- 3.16.1 No Bidder shall contact the Bank on any matter relating to its Bid, from the time of submission of Price Bid to the time the Contract is awarded.
- 3.16.2 Any effort by a Bidder to influence the Bank in its decisions on Bid evaluation, Bid comparison or contract award may result in the rejection of the Bidder's Bid.

### **3.17 Award Criteria**

- 3.17.1 The Bank will award the Contract to the successful Bidder who has been determined to qualify to perform the Contract satisfactorily, and whose Bid has been determined to be responsive, and is the lowest evaluated Bid.
- 3.17.2 The Bank reserves the right at the time of award of contract to increase or decrease the quantity of goods and / or services or change in location where equipments are to be supplied from what was originally specified while floating the RFP without any change in unit price or any other terms and conditions.

- 3.18 Bank's right To Accept Any Bid and to reject any or All Bids :** The Bank reserves the right to accept or reject any Bid in part or in full or to cancel the Bidding process and reject all Bids at any time prior to contract award, without incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the Bank's action.

### **3.19 Notification of Award**

- 3.19.1 Prior to expiration of the period of Bid validity, the Bank will notify the successful Bidder in writing or by e-mail, that his Bid has been accepted.
- 3.19.2 The notification of award will constitute the formation of the Contract. The selected Bidder should convey acceptance of the award of contract by returning duly signed and stamped duplicate copy of the award letter within 7 days of receipt of the communication.
- 3.19.3 Upon notification of award to the L1 Bidder , the Bank will promptly notify each unsuccessful Bidder and will discharge its EMD.

### **3.20 Performance Bank Guarantee : NIL**

#### **3.21 Signing of Contract :**

- 3.21.1 In the absence of a formal contract, the Bid document, together with the Bank's notification of award and the vendor's acceptance thereof, would constitute a binding contract between the Bank and the successful Bidder.

3.21.2 Failure of the successful Bidder to comply with the requirement of Clause 3.30 (if required) or Clause 3.31.1 shall constitute sufficient grounds for the annulment of the award .

3.21.3 The Bank reserves the right either to invoke the Performance Bank Guarantee or to cancel the purchase order or both if the Bidder fails to meet the terms of this RFP or contracts entered into with them

#### **.PART - 4. TERMS AND CONDITIONS OF CONTRACT (TCC)**

**4.1 Definitions :** In this Contract, the following terms shall be interpreted as indicated:

4.1.1 “The Bank” means State Bank of India, its Associate, Subsidiaries and Joint Ventures located in India.

4.1.2 “The Contract” means the agreement entered into between the Bank and the Vendor, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein;

4.1.3 “Vendor” is the successful Bidder whose technical bid has been accepted and whose price as per the commercial bid is the lowest and to whom notification of award has been given by Bank.

4.1.4 “The Contract Price” means the price payable to the Vendor under the Contract for the full and proper performance of its contractual obligations;

4.1.5 “The Equipment” means all the hardware / software and / or services which the Vendor is required to supply to the Bank under the Contract;

4.1.6 “The Services” means those services ancillary to the supply of the Products, such as transportation and insurance, installation, commissioning, customization, provision of technical assistance, training, maintenance and other such obligations of the Vendor covered under the Contract;

4.1.7 “TCC” means the Terms and Conditions of Contract contained in this section;

4.1.8 “The Project” means supply, installation, testing and commissioning of computer hardware / software & services with 3 years Warranty.

4.1.9 “The Project Site” means various branches / offices of the State Bank of India where the equipment is to be supplied, installed and commissioned.

In case of a difference of opinion on the part of the Bidder in comprehending and/or interpreting any clause / provision of the Bid Document after submission of the Bid, the interpretation by the Bank shall be binding and final on the Bidder.

#### **4.2 Use of Contract Documents and Information**

4.2.1 The Supplier shall not, without the Bank’s prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample or information

furnished by or on behalf of the Bank in connection therewith, to any person other than a person employed by the Supplier in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

- 4.2.2 The Supplier will treat as confidential all data and information about the Bank, obtained in the execution of his responsibilities, in strict confidence and will not reveal such information to any other party without the prior written approval of the Bank.

### **4.3. Country of Origin / Eligibility of Goods & Services**

- 4.3.1 All goods and related services to be supplied under the Contract shall have their origin in eligible source countries, as per the prevailing Import Trade Control Regulations in India.
- 4.3.2 For purposes of this clause, “origin” means the place where the goods are mined, grown, or manufactured or produced, or the place from which the related services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially-recognized product results that is substantially different in basic characteristics or in purpose or utility from its components.

### **4.4. Use of Contract Documents and Information**

- 4.4.1 The Vendor shall not, without the Bank’s prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample or information furnished by or on behalf of the Bank in connection therewith, to any person other than a person employed by the Vendor in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.
- 4.4.2 The Vendor shall not, without the Bank’s prior written consent, make use of any document or information except for purposes of performing the Contract.
- 4.4.3 Any document, other than the Contract itself, shall remain the property of the Bank and shall be returned (in all copies) to the Bank on completion of the Vendor’s performance under the Contract, if so required by the Bank.

### **4.5. Patent Rights**

- 4.5.1 In the event of any claim asserted by a third party of infringement of copyright, patent, trademark, industrial design rights, etc. arising from the use of the Goods or any part thereof in India, the Vendor shall act expeditiously to extinguish such claim. If the Vendor fails to comply and the Bank is required to pay compensation to a third party resulting from such infringement, the Vendor shall be responsible for the compensation to claimant including all expenses, court costs and lawyer fees. The Bank will give notice to the Vendor of such claim, if it is made, without delay. The Vendor shall indemnify the Bank against all third party claims.

#### 4.6 Payment Terms

Payment shall be made in Indian Rupees.

For amounts < Rs.2 lakhs per Purchase Order : 100% on installation and / or delivery, whichever is earlier. Payment will be released within 15 days or receipt of Invoice and Installation & Commissioning Certificate duly signed by the Bank. As already stated, for reasons of delays in installation and commissioning not attributable to the Bank the liquidated damages may be levied as stated.

**For amounts > Rs.2 lakhs per Purchase Order :**

- (a) 90% of the Total amount due on Delivery and / or installation, whichever is earlier. Payment will be released within 15 days or receipt of Invoice and Installation & Commissioning Certificate duly signed by the Bank. As already stated, for reasons of delays in installation and commissioning not attributable to the Bank the liquidated damages may be levied as stated.**
- (b) Balance 10% after the expiry of warranty period OR  
Against submission of Bank Guarantee from a Scheduled Commercial Bank other than SBI or its Associate Banks, for an equivalent amount valid for the period of 36 months from the date of acceptance (Annexure-5.4.2).**

Payments will not be released for any part-shipment or short-shipments.

#### 4.7 Prices

Prices payable to the Vendor as stated in the Contract shall be firm and not subject to adjustment during performance of the Contract, irrespective of reasons whatsoever, including exchange rate fluctuations, changes in taxes, duties, levies, charges, etc.

The Bidder will pass on to the Bank, all fiscal benefits arising out of reductions, if any, in Government levies viz. sales tax, excise duty, custom duty, etc. or the benefit of discounts if any announced in respect of the cost of the items for which orders have been placed during that period.

The Bank reserves the right to re-negotiate the prices in the event of change in the international market prices of both the hardware and software.

#### 4.8 Force Majeure

- 4.8.1 Notwithstanding the provisions of TCC, the Vendor shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that the delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
- 4.8.2 For purposes of this clause, “Force Majeure” means an event beyond the control of the Vendor and not involving the Vendor’s fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Bank in its sovereign capacity,

wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

- 4.8.3 If a Force Majeure situation arises, the Vendor shall promptly notify the Bank in writing of such condition and the cause thereof. Unless otherwise directed by the Bank in writing, the Vendor shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

- 4.9 Termination for Insolvency :** The Bank may, at any time, terminate the Contract by giving written notice to the Vendor if the Vendor becomes Bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Vendor, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to the Bank.

- 4.10 Termination for Convenience :** The Bank, by written notice sent to the Vendor, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Bank's convenience, the extent to which performance of the Vendor under the Contract is terminated, and the date upon which such termination becomes effective.

- 4.11 Resolution of Disputes :**

- 4.11.1 The Bank and the Vendor shall make every effort to resolve amicably by direct informal negotiation, any disagreement or dispute arising between them under or in connection with the Contract.

- 4.11.2 If, the Bank and the Vendor have been unable to resolve amicably a Contract dispute even after a reasonably long period, either party may require that the dispute be referred for resolution to the formal mechanisms specified herein below. These mechanisms may include, but are not restricted to, conciliation mediated by a third party and/or adjudication in an agreed national forum.

- 4.11.3 The dispute resolution mechanism to be applied shall be as follows:

- (a) In case of Dispute or difference arising between the Bank and the Vendor relating to any matter arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Arbitration and Conciliation Act, 1996. Where the value of the Contract is above Rs.1.00 Crore, the arbitral tribunal shall consist of 3 arbitrators, one each to be appointed by the Purchaser and the Vendor. The third Arbitrator shall be chosen by mutual discussion between the Purchaser and the Vendor. Where the value of the contract is Rs.1.00 Crore and below, the disputes or differences arising shall be referred to a Sole Arbitrator who shall be appointed by agreement between the parties.
- (b) Arbitration proceedings shall be held at **Kolkata**, and the language of the arbitration proceedings and that of all documents and communications between the parties shall be English;
- (c) The decision of the majority of arbitrators shall be final and binding upon both parties. The cost and expenses of Arbitration proceedings will be paid as determined by the arbitral tribunal. However, the expenses incurred by each party in connection with the preparation, presentation, etc., of its proceedings as also the

fees and expenses paid to the arbitrator appointed by such party or on its behalf shall be borne by each party itself; and

**5. Governing Language :** The governing language shall be English.

**6. Applicable Law :** The Contract shall be interpreted in accordance with the laws of the Union of India and shall be subject to the exclusive jurisdiction of courts at Mumbai.

**7. Addresses for Notices**

7.1 The following shall be the address of the Bank and Vendor.

Bank's address for notice purposes:

Assistant General Manager, ITS  
IT Services Department,  
State Bank of India,  
Local Head Office,  
Kolkata-1

Vendor's address for notice purposes

<To be filled in by the Vendor>

7.2 A notice shall be effective when delivered or on effective date of the notice whichever is later.

**8. Taxes and Duties**

The Vendor will be entirely responsible for all applicable taxes like Central / State Government levies, sales tax, VAT, excise duty, cess, charges, license fees, **road permits**, service tax etc. in connection with delivery of products at site including incidental services and commissioning. Payment of Octroi and /or Entry Tax, alone, if applicable, will be reimbursed at actuals upon production of original receipts.

**Income / Corporate Taxes in India:** The Vendor shall be liable to pay all corporate taxes and income tax that shall be levied according to the laws and regulations applicable from time to time in India and the price bid by the Vendor shall include all such taxes in the contract price.

**Tax deduction at Source:** Wherever the laws and regulations require deduction of such taxes at the source of payment, the Bank shall effect such deductions from the payment due to the Vendor. The remittance of amounts so deducted and issuance of certificate for such deductions shall be made by the Bank as per the laws and regulations in force. Nothing in the Contract shall relieve the Vendor from his responsibility to pay any tax that may be levied in India on income and profits made by the Vendor in respect of this contract.

The Vendor's staff, personnel and labour will be liable to pay personal income taxes in India in respect of such of their salaries and wages as are chargeable under the laws and regulations for the

time being in force, and the Vendor shall perform such duties in regard to such deductions thereof as may be imposed on him by such laws and regulations.

**ANNEXURE – 5.1.1**  
**Technical & Functional Specifications**

**TECHNICAL SPECIFICATIONS OF AUDIO CONFERENCE SYSTEM FOR**  
**INSTALLATION AT SRIBRIDHI BHAVAN KOLKATA**

SL NO	Description	Make/Model	Qty
1	Supply, Installation, Testing & Commissioning of gooseneck microphone which shall be a pre-polarized condenser designed for permanent installation or portable applications. It shall have a microphone capsule with a cardioid polar pattern with uniform 120° angle of acceptance (-3dB). It shall have a frequency response of 50 Hz to 20,000 Hz and be capable of handling sound input levels up to 130 dBspl. Nominal equivalent noise level shall be 26 dBA (37 dB weighted as per CCIR 468-3). Output shall be low impedance balanced (<100 ohms). current consumption shall be 3 mA. The microphone shall offer radio frequency interference (RFI) shielding against intermodulation from wireless equipment or devices. It shall incorporate a self-contained power module with an XLR3M-type connector at the base. The microphone shall be a small-diameter gooseneck design with a diameter of 0.31" (8 mm) and an overall length of 17.71" (450 mm). Head diameter shall be 0.9" (22.8 mm). Approved Makes: Sennheiser, Clock Audio, Clearone	Sennheiser / MEG 14-40B	19
2	Supply, Installation, Testing & Commissioning of gooseneck microphone table stand for connecting and operating XLR gooseneck microphones. It shall feature an XLR-3F microphone input and an XLR-3M microphone output. The table stand shall operate on 48 V phantom power. Current consumption shall be 1.9 mA. Approved Makes: Sennheiser, Clock Audio, Clearone	Sennheiser / MAT133	19
3	Supply, Installation, Testing & Commissioning of Design cabinet speaker, 5.25" coated paper cone woofer + 1" silk dome tweeter, 100v/30Watts or 16Ω/80Watts, mounting bracket included Approved makes: Apart Audio / BOSE / QSC	Apart Audio / OVO5T	4



4	Supply, Installation, Testing & Commissioning of Dual Channel Digital Power amplifier, 2 x 120Watts @ 100V / 4Ω; Bridgeable to 1 X 240Watts @ 100V / 8 Ω; Power Amp Topology : Class D; PSU Technology : SMPS; Convection cooled; Power Supply : SMPS; Output Voltage Taps : 100V - 70V - 50V - 35V - 4Ω; Protection Circuit : Over Current, Over temperature, DC Offset; Frequency response : 50 - 20KHz; S/N ratio : > 98 dB A-Weighted; THD: < 0.1% @ 1KHz A Weighted ; Power Consumption < 300W; 1U 19" rackmount Approved makes : APART-AUDIO, / BOSE / QSC	Apart Audio / REVAMP 2120T	1
5	Supply, Installation, Testing & Commissioning of wireless handheld microphone of Modulation wideband FM Frequency ranges 548-572 MHz, 766-790 MHz Switching bandwidth up to 24 MHz Frequencies 8 frequency banks, each with up to 10 factory-preset channels Signal-to-noise ratio ≥ 103 dBA THD ≤ 0.9% Transmitter synchronization 2.4 GHz, Receiver principle double superheterodyne Diversity principle antenna switching diversity via internal antennas Sensitivity (at peak deviation) < 3 μV at 52 dB(A)rms S/N AF frequency response 50 to 16,000 Hz (–3 dB) Audio adjustment range 45 dB, adjustable in 5-dB steps Microphone RF output power 10 mW AF frequency response 80-16,000 Hz Microphone type dynamic Pick-up pattern cardioid Input sensitivity (capsule) 1.5 mV / Pa Adjustment range of transmitter sensitivity 0 to -30 dB, adjustable in 10 dB steps Approved Makes: Sennheiser, Clock Audio, Clearone	Sennheiser / XSW 1-835	1
5	Supply, Installation, Testing and Commissioning of Digital Signal Processor with following features: 12 Analog Inputs 8 Analog Outputs Configurable Signal Processing Rich Palette of Processing and Logic Objects 48 Channel, Low Latency, Fault Tolerant Digital Audio Bus Clear Front Panel LED Indication Bi-Directional Locate Functionality 12 Control Inputs and 6 Logic Outputs for GPIO Integration Soundweb London Interface Kit for Third Party Control System Integration (Documentation) HiQnet Device Configuration, Control and Monitoring from HiQnet London Architect Approved makes : BSS/ Biamp / ClearOne	BSS / BLU 100	2
6	Supply, Installation, Testing and commissioning of 12U floor mounted AV rack with power supply unit, castor wheels, front glass door, 2 nos. cantiliver shelves with accessories Approved makes : Valrack, / Netrack/ APW	Valrack/ Netrack	1
7	Supply and Laying of cables, Connectors, conduit and Accessories	Standard	1

<b>Total</b>		
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**ANNEXURE - 5.5****MANUFACTURERS'/PRODUCERS' AUTHORIZATION FORM**

No. \_\_\_\_\_

Date:

To:

Dear Sir:

**Ref: RFP No.SBI:ITS/KOL/2018-19/05 dated 10/09/2018**

We \_\_\_\_\_ who are established and reputable manufacturers / producers of \_\_\_\_\_ having factories / development facilities at (address of factory / facility) do hereby authorise M/s \_\_\_\_\_ (Name and address of Agent) to submit a Bid, and sign the contract with you against the above Bid Invitation.

2. We hereby extend our full guarantee and warranty for the Solution, Products and services offered by the above firm against this Bid Invitation.

3. We also undertake to provide any or all of the following materials, notifications, and information pertaining to the Products manufactured or distributed by the Vendor :

- (a) Such Products as the Bank may opt to purchase from the Vendor, provided, that this option shall not relieve the Vendor of any warranty obligations under the Contract; and
- (b) in the event of termination of production of such Products:
  - (a) advance notification to the Bank of the pending termination, in sufficient time to permit the Bank to procure needed requirements; and
  - (i) following such termination, furnishing at no cost to the Bank, the blueprints, design documents, operations manuals, standards, source codes and specifications of the Products, if requested.

4. We duly authorise the said firm to act on our behalf in fulfilling all installations, Technical support and maintenance obligations required by the contract.

Yours faithfully,

(Name of Manufacturer / Producers)

*Note: This letter of authority should be on the letterhead of the manufacturer and should be signed by a person competent and having the power of attorney to bind the manufacturer. The Bidder in its Bid should include it.*

**ANNEXURE - 5.6**

**PROFORMA OF CERTIFICATE TO BE ISSUED BY THE BANK  
AFTER SUCCESSFUL COMMISSIONING AND ACCEPTANCE  
OF THE HARDWARE / SOFTWARE / SERVICES**

Date:

M/s.

Sub: Certificate of commissioning of Solution

1. This is to certify that the products / equipment as detailed below has/have been received in good condition along with all the standard and special accessories (subject to remarks in Para No. 2) in accordance with the Contract/Specifications. The same has been installed and commissioned.

a) Bid No. .\_\_\_\_\_ dated \_\_\_\_\_

b) Description of the Solution \_\_\_\_\_

c) Quantity \_\_\_\_\_

d) Date of commissioning \_\_\_\_\_

e) Date of acceptance test \_\_\_\_\_

2. Details of products not yet supplied and recoveries to be made on that account:

<u>S.No.</u>	<u>Description</u>	<u>Amount to be recovered</u>
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3. The acceptance test has been done to our entire satisfaction and Staff have been trained to operate the Product.

4. The Vendor has fulfilled his contractual obligations satisfactorily\*

or

The Vendor has failed to fulfill his contractual obligations with regard to the following:

(a)

(b)

(c)

5. The amount of recovery on account of non-supply of Products is given under Para No. 2.

6. The amount of recovery on account of failure of the Vendor to meet his contractual obligations is as indicated in endorsement of the letter.

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation with stamp \_\_\_\_\_

**DETAILS OF ePROCUREMENT REVERSE AUCTION IF NEEDED**

AUCTION TO BE CONDUCTED BY	Will be provided over mail to the Technically successful bidders to take part in reverse auction.
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