

## **JHARKHAND RAJYA GRAMIN BANK**

### **REQUEST FOR PROPOSAL**

**For**

**NOTE COUNTING CUM COUNTERFEIT CURRENCY DETECTOR MACHINE**

**(DESK TOP MODEL)**

**JHARKHAND RAJYA GRAMIN BANK  
HEAD OFFICE  
3<sup>rd</sup> FLOOR, ZILA PARISHAD OFFICE PREMISES  
KUTCHURY CHOWK,  
RANCHI - 834001**

**PROCUREMENT OF NOTE COUNTING CUM COUNTERFEIT CURRENCY DETECTOR MACHINE**

Jharkhand Rajya Gramin Bank invites offers in two-bid system from manufacturers / authorized dealers of Note Counting cum Counterfeit Currency Detector Machine for its Branches located at various places in across Jharkhand. Complete details and formats may be obtained from Bank's website [www.jrgbank.in](http://www.jrgbank.in)

**TENDER SCHEDULE**

<b>Tender No.</b>	Acct/06/2023-24 dated 02.01.2024
<b>Tender document availability</b>	<a href="http://www.jrgbank.in">www.jrgbank.in</a>
<b>Date of commencement of issue of RFPs</b>	02.01.2024
<b>Last date for submission of RFPs</b>	23.01.2024 upto 4.00 p.m.
<b>Opening of RFPs (Technical offer ) &amp; Financial offer</b>	24.01.2024 at 11.30 a.m.
<b>Tender Cost (Non-Refundable)</b>	Rs 2000.00
<b>Earnest Money Deposit (Bid Security)</b>	Rs 20000.00
<b>Address for Submission of Bid</b>	The General Manager JRG Bank, Head Office, 3rd Floor, Zila Parishad Market complex Kutchury Chowk, Ranchi-834001
<b>Contact Person</b>	Mr. Rajesh Kumar, HoD- Accounts hoaccount@jrgb.in Mob: 9430185853

**General Manager**

**OFFER FOR SUPPLY AND INSTALLATION**  
**NOTE COUNTING CUM COUNTERFEIT CURRENCY DETECTOR MACHINE**

**TERMS & CONDITIONS**

**1. SCOPE OF WORK**

Jharkhand Rajya Gramin Bank intends to purchase approx 40 Note Counting cum Counterfeit Currency Detector Machine for its Branches located in multiple districts of Jharkhand. The quantity of machines mentioned above is only tentative and the actual number may increase or decrease depending upon the requirements.

**2. TERMS OF EXECUTION OF WORK & LIQUIDATED DAMAGES**

The supply and installation of Note Counting cum Counterfeit Currency Detector Machine is to be completed within a period of 15 days from the issuance of the work order issued by the Bank or within the stipulated period specified in the work order for the schedule of supply and installation. Any delay in completion of the work over the stipulated period will attract penalty of 0.5% of the contract value per day subject to maximum of 5% of the contract value. Bank reserves its right to recover these amounts by any mode such as adjusting from any payments to be made by the Bank to the company. However, the Bank may condone the delay penalty for delay of less than a week.

**3. ELIGIBILITY CRITERIA FOR SHORT -LISTING**

S.NO.	PARAMETER	DOCUMENT REQUIRED
1	The Vendor must be in the business of counting cum counterfeit currency detector machine for last 3 years as on 31.03.2023.	Purchase order copies issued by the organizations of last 3 years
2	The firm must have average annual turnover of Rs. 10 Lakhs during the last 3 years.	CA Certificate/ Audited Balance sheet certifying year wise sale for last 3 Years.
3	The net worth of the company should be minimum Rs. 25 Lakh	Latest audited Balance Sheet
4	Should have minimum one service center in Jharkhand	Detail of Service Centre in Bank's area of operation.
5	Qualified Engineers	Qualified Engineers should be available with the company in Bank's area of operation. Names and Qualifications should be submitted.
6	Profit	The firm is earning profit for the last 3 years. Auditor certificate be enclosed.
7	The vendor must meet the technical specifications.	Refer <b>Annexure -II</b>
8	The firm must have sold minimum 50 machines during last 2 years as on 31.03.2023.	Enclose names of institution / organization using the machines.

**4. VALIDITY PERIOD OF THE OFFER**

The offer should remain valid for a period of 180 days from the date of opening of the financial offer.

## **5. TECHNICAL OFFER (TO)**

The technical offer (TO) should be complete in all respect and contain all information required in the document. It should not contain any price information. However, TO should confirm that all required rates have been quoted in financial Offer (FO), without showing the actual amount in the technical offer.

It is mandatory to submit the technical details in the prescribed Proforma (Annexure-II) duly filled in, along with the offer. In case of non-submission or partial submission of technical details, the Bank, at its discretion, may not evaluate the offer. The T.O. must be submitted in an organised and structured manner. Brochures/ leaflets etc should also be submitted with full details. The T.O. should comprise of following:

- i. Covering letter on the prescribed format (Annexure-I)
- ii. Technical specifications complete with all the columns filled in (Annexure-II).
- iii. Annexure-III duly filled in with photocopies of required certificates/documents/ proof / P&L & Balance sheets, Copies of order executed etc. These papers must be duly authenticated.
- iv. Details of a reference site as per Annexure IV.
- v. Vendors profile along with details of technical staff as per Annexure V.
- vi. Financial offer as per Annexure-VI
- vii. Documentation (Product brochures, leaflets, manuals, etc must be attached with technical offer.
- viii. Non-Refundable Tender cost of Rs. 2000/- (Rupees Two Thousand Only) in the form of a Demand Draft issued by a Scheduled Commercial Bank favouring Jharkhand Rajya Gramin Bank, payable at Ranchi
- ix. Earnest Money Deposit of Rs 20000/- (Rupees Twenty Thousand Only) in the form of a Demand Draft issued by a Scheduled Commercial Bank favouring Jharkhand Rajya Gramin Bank, payable at Ranchi. (Exempted for MSE units subject to submission of MSE certificate and Earnest Money Deposit Declaration.) If, the L-1 bidder fails to execute the task, the EMD will be forfeited.
- x. Earnest Money Deposit Declaration (if applicable) as per Annexure VII.

## **6. FINANCIAL OFFER**

The Financial Offer (FO) contains relevant price information and the rates should be quoted in Indian Rupees only. The FO should not contradict the TO in any manner. The FO should comprise of commercial version of Bill of Material as per Annexure-VI. This must contain all price information.

The offer from the vendor should be same (one price) for Desk top model. Bank reserves the right to reject offer with multiple options. Hence one single price should be quoted for the models. Bank will place order for as per its requirement and suitability.

## **7. PRICE COMPOSITION**

The price quoted should be only in Indian Rupees and inclusive of following:

- Cost of the machine and other components/accessories.

- FOR at branches for which order is placed. Installation, commissioning and training etc, if any (GST as applicable will be extra).
- One Year comprehensive onsite warranty covering all parts, service and visits to the concerned branches.
- Insurance to cover the equipment from transit period till installation.

Prices, which are not quoted as above, will be rejected. The Bank will shortlist vendor(s) who satisfy technical and other requirements laid down in the document. The Bidders may send their authorised representative to be present at the time of opening of the technical & financial offer(s), if they choose. However, no separate intimation will be sent to the bidders in this regard.

## **8. NO ERASURES OR ALTERATIONS**

Technical / Financial details must be completely filled up. The corrections or alterations, if any, should be authenticated. In case of the corrections / alteration are not properly authenticated, the offer will be rejected.

## **9. NO PRICE VARIATIONS**

The Financial Offer shall be on a fixed price basis. No upward revision in the price would be considered, whatsoever be the reason. However, if there is any reduction on account of Government levies/ taxes, during the offer validity period, the same shall be passed on to the Bank.

## **10. PRICE FREEZING**

The price finalized shall remain valid for a period of 180 days from the date of such finalization with the option to the Bank to review the price if necessary.

## **11. OPENING OF OFFERS**

The technical bids and / or financial bids will be opened on as prescribed in the Tender Schedule, irrespective of the numbers of bidder or their representatives present. The Financial bid will be opened on as prescribed in the Tender Schedule. The bidders/their representatives may be present at the time of opening of the bids. No separate intimation will be sent in this regard to the bidders.

## **12. EVALUATION PROCESS**

Offers will be evaluated in following stages:

### **Stage-1**

Offers will be evaluated against the stipulated eligibility criteria. Offers not complying with the eligibility criteria will be rejected summarily. A technical evaluation will be carried out of proposal of the eligible vendor(s) on the parameters as mentioned in Annexure-II. Bank reserves the right to reject the offer in 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 letters as per Annexure I is not submitted.

- If any of the specifications stipulated in Annexure II is not met.
- If Financial offer is not submitted as per Annexure VI.

Above circumstances are only indicative and not exhaustive

## **Stage-2**

Opening of financial offer of the vendor(s). Bank reserves the right to reject financial offer if:

- It is not as per prescribed format i.e. Annexure-VI
- Any conditional rate quoted by the bidder.

Above circumstances are only indicative and not exhaustive

## **13. NO COMMITMENT TO ACCEPT LOWEST OR ANY TENDER**

The Bank shall be under no obligation to accept the lowest or any other offer received in response to this notice and shall be entitled to reject any or all offers without assigning any reasons whatsoever.

## **14. RIGHT TO ALTER QUANTITIES**

The Bank will be free to either reduce or increase the quantity to be purchased on the same terms and conditions. The Bank reserves the right to alter quantities.

## **15. ORDER CANCELLATION**

If the vendor fails to deliver and / or install the equipment within the stipulated time schedule or the extended date communicated by the Bank, it will be a breach of contract. The Bank reserves its right to cancel the order in the event of delay in delivery / installation / commissioning of equipment.

## **16. PAYMENT TERMS**

No advance payment will be made against purchase order. The payments will be released after supply & installation, successful commencement and functioning of the Note Counting Machine and submission of Performance Deposit / Bank Guarantee for 5% of Invoice value for a period of 1 year of warranty.

Payment will be released on actual installation and commencement of working of the Note Counting cum Counterfeit Currency Detector Machine in branch, duly approved by Branch Head / Regional Office

## **17. PERFORMANCE BANK GUARANTEE**

Successful vendor(s) should produce a Performance Deposit / Bank Guarantee for a period of 1 year from a Schedule commercial Bank (in case of Bank Guarantee) or from JRG Bank (in case of fixed deposit) equal to 5% of the total cost. 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, Bank on its own will get defects rectified through another agency at the risk and cost of vendor.

## **18. GUARANTEES**

The vendor should guarantee that the equipment delivered to the Bank should be brand new, including all components. The vendor should also guarantee that all the machines /

components supplied by the vendor is licensed and legally obtained.

#### **19. WARRANTY**

The offer must include comprehensive on-site warranty of one -year from the date of installation and commissioning of the machine. Vendors 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 Bank.

#### **20. MAINTENANCE STANDARD EXPECTED DURING WARRANTY**

The vendor should ensure that the machine reported Breakdown / malfunctioning on any working day is set right preferably on the same day or next working day but in no case later than the next 2<sup>nd</sup> 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.

**21.** Bank will accept / process only those offers which fulfill all the norms stated above and vendors / manufacturers having good track record and are supplying these machines for the last 3 years. Any adverse report from any Bank (where supply has been made) may disqualify the offer of concerned firm. We (JRG Bank) are free to collect information from other Banks/ Financial Institutions.

**22.** Before the submission/opening TO and FO, all the bidders may be called for demonstration.

**23.** All the bidders are requested to go through once again each and every point of this notice meticulously in their own interest.

**GENERAL MANAGER**

**(Letter to the Bank on the vendor's letterhead)**

To  
**The General Manager**  
Jharkhand Rajya Gramin Bank,  
Head office,  
3<sup>rd</sup> Floor, Zila Parishad Market Complex  
Kuthchury Chowk, Ranchi - 834001  
Jharkhand

Dear Sir,

**Sub: Your RFP for Currency note Counting and fake note detecting Machine**

With reference to the above RFP, having examined and understood the instructions, terms and conditions forming part of the RFP, we hereby enclose our offer for the supply of the equipment as detailed in your above referred RFP.

We confirm that we have not been disqualified / Black listed by any Scheduled commercial bank / Financial Institutions for supply of Note counting machine cum counterfeit currency detector machine.

We further confirm that the offer is in conformity with the terms and conditions as mentioned in the RFP. These conditions are fully acceptable and binding on us.

We also confirm that the offer shall remain valid for a period of 180 days from the date of opening the technical bid and also the price finalized shall remain valid for a period of one year from the date of such finalization.

We hereby undertake to provide Performance Bank Guarantee equivalent to 5% of the value of the Invoice amount with a validity period of one year.

We understand that the Bank is not bound to accept the offer either in part or in full and that the Bank has right to reject the offer in full or in part without assigning any reasons whatsoever.

We enclose Demand Draft for Rs 2000.00 favoring Jharkhand Rajya Gramin Bank and payable at Ranchi, towards Non-refundable Tender Cost.

We enclose Demand Draft for Rs 20000.00 favoring Jharkhand Rajya Gramin Bank and payable at Ranchi, towards Earnest Money Deposit / Earnest Money Deposit declaration.

Yours faithfully,

**Authorized Signatories**  
(Seal of the firm)

Name:  
Designation:  
Date:



**SPECIFICATIONS FOR NOTE COUNTING CUM COUNTERFEIT CURRENCY DETECTOR MACHINE**

S.NO.	TECHNICAL SPECIFICATIONS / REQUIREMENTS	DESIRABLE	COMPLIED (YES /NO)
1	Hopper capacity	200 notes	
2	Stacker capacity	200 notes	
3	Counting speed	≥ 1000 notes per minute	
4	Power source	100 -240 volt AC, 50/60 Hz.	
6	Power consumption	≤ 100 watt.	
7	Dimensions	≤ 350mm x350mmx350mm	
8	Detection parameters viz full width , IR , UV, MG, Half-note, Double-note, Counterfeit detection	All	

SEAL OF FIRM

DATE .....

SIGNATURE

FIRM .....

**ANNEXURE -III**

**ELIGIBILITY CRITERIA FOR SHORT-LISTING**

<b>S.NO.</b>	<b>PARAMETER</b>	<b>DOCUMENTS REQUIRED</b>	<b>SUBMITTED DOCUMENTS (IN BRIEF)</b>
1	The Vendor must be in the business of Currency Note Counting cum counterfeit currency detector machine for last 3 years as on 31.03.2023.	Purchase order copies issued by the organizations of last 3 years	
2	The firm must have average annual turnover of Rs. 10 Lakhs during the last 3 years	CA Certificate/ Audited Balance sheet certifying year wise sale for last 3 Years.	
3	The net worth of the company should be minimum Rs. 25 Lakh	Latest audited Balance Sheet	
4	Should have minimum one service center in Jharkhand	Detail of Service Centre in Bank's area of operation.	
5	Qualified Engineers	Qualified Engineers should be available with the company in Bank's area of operation. Names and Qualifications should be submitted.	
6	Profit	The firm is earning profit for the last 3 years. Auditor certificate be enclosed.	
7	The firm must have sold minimum 50 machines during last 2 years as on 31.03.2023.	Enclose of institution / organization using the machines.	
8	The vendor must meet the technical specifications.	Refer <b>Annexure -II</b>	
9	Tender Cost (Non-Refundable)	-	
10	Earnest Money Deposit or Earnest Money Declaration	-	
11	Registration of Firm/ Company	Proof of Firm registration	

**SEAL OF FIRM**

**DATE.....**

**SIGNATURE**

**FIRM.....**



**AUTHORISED DEALER PROFILE**

1. Name of the Organization and Address.

2. Year of Establishment.

3. Status of the firm

(Whether Pvt. Ltd. Company / Public Ltd. Company / Partnership firm/Proprietorship firm)

4. Name of Directors / Partners / Proprietor:

I)

II)

III)

IV)

V)

5. Whether registered with the Registrar of Companies / Registrar of Firms. If so, mention number and date.

6. (a) Name and address of Bankers:

i)

ii)

(b) Turnover of the Company / Firm in 2020-21, 2021-22, and 2022-23:

(Please attach a copy of audited Balance sheet and Profit & Loss Account for the years 2020-21, 2021-22, & 2022-23)

7. Income Tax Permanent Account Number. Furnish photocopy copies of Income tax clearance certificate.
8. Equipment: Indian made / imported
9. Is the Company / Firm a manufacturer or Dealer / Distributor of Currency Note Counting Machine with fake note detecting facility?
10. If the Company / Firm is a Dealer / Distributor? Please furnish details.
  - a) Give the Name of Manufacturer(s) and their Country.
  - b) In case the Manufacture's Offices are located in India, give their address in India and telephone numbers.
  - c) Enclose Certified True copies of the current Dealership certificates given by the manufacturers.
11. Give details of the after sales service facility provided by your company / firm on all Jharkhand basis.
12. What are your fields of activities? Mention the fields on preference basis in the order of annual turnover.
  - i)
  - ii)
  - iii)
  - iv)
  - v)
13. Since when and how long your Company / firm has been dealing in Currency Note Counting Machines with fake note detecting facility.
14. If you are registered in the panel of other organizations / statutory bodies, such as RBI, Banks, CPWD, PWD, MES etc for Currency Note counting machines with fake note detecting facility furnish their names, category and date of registration.
15. Furnish the names of renowned organizations, where you have installed Currency Note Counting Machines with fake note detecting facility as the case may be in the last 3 years:

**SEAL OF FIRM**  
**DATE.....**

**SIGNATURE**  
**FIRM.....**



**FINANCIAL OFFER**

**NOTE COUNTING MACHINE CUM COUNTERFEIT CURRENCY DETECTOR MACHINE**

**FOR DESK TOP MODEL**

**I - Items to be considered for total cost of ownership (TCO)**

S. No.	Note counting cum counterfeit currency detector machine- <b>model name and detail</b>	Cost of machine with one year of warranty) (per unit Rs.) (Including all cost and charges but excluding GST)
1	2	3

**Please also mention amount of column 3 in words**

S.No	Column number	Amount In words in column 3
1	3	

- (1) We agree that lowest rates (L1) will be decided on the basis of rates quoted as per column 3, Including all cost and charges but excluding GST.
- (2) We know well that above rates are inclusive of all the taxes, duties, FOR supply installation, transportation.

**ATHORISED SIGNOTORY**

**FIRM SEAL .....**

**DATE.....**

**ANNEXURE-VII**

**EARNEST MONEY DEPOSIT DECLARATION**

To  
The General Manager,  
Jharkhand Rajya Gramin Bank,  
Zila Parishad Premises, Market Complex,  
3rd Floor, Near Kutchery,  
Ranchi – 834001

Dear Sir,

Sub: Earnest money deposit declaration.

Whereas I/We (name of agency) \_\_\_\_\_ am / are  
submitting bid for against tender No. \_\_\_\_\_ dated \_\_\_\_\_

I/We hereby submit following declaration in lieu of submitting Earnest Money  
Deposit.

If after the opening of tender, I/We withdraw and / or modify my / our bid during the  
period of validity of tender (including extended validity of tender) as specified in the  
tender documents.

If, after the award of work, I/We fail to sign the contract, or to submit performance  
guarantee / security deposit before the deadline defined in the tender documents.

I/We shall be suspended for one year and shall not be eligible to bid for JRG Bank  
tender from date of issue of suspension order.

Yours faithfully,

(SIGNATURE OF AUTHORISED PERSON WITH SEAL)

(NAME & DESIGNATION)

DATE:

PLACE: