

REQUEST FOR PROPOSAL(RFP) FOR

"Disposal of Twenty Nine ATM Machines lying at our Office at No 86 M G Road and other branches under Bengaluru Circle Office"

[This RFP is limited to Vendors Empanelled by Canara Bank for Disposal of E- Waste].

Issued By
Canara Bank
Technology Management Section
Bengaluru Circle Office
BENGALURU

Address: CANARA BANK, BENGALURU CIRCLE OFFICE SPENCERS TOWERS, NO 86, M G ROAD, BENGALURU - 560001

Phone No: 080- 25008800 - Ext 130 / 25310036

Email: <u>blrtms@canarabank.com</u>
Email: <u>blrrnap@canarabank.com</u>





2	RFP NO. and Date	09/2021-22	
2			
2		dated 29/11/2021	
	Location Address for submission of Bids	The Senior Manager	
	[Address for Communication]	Canara Bank, T M section	
		Circle Office, BENGALURU	
		Spencers Towers, No 86,	
		M G ROAD. PIN - 560001	
		Tel - 080-25008800 EXTN -130	
		E-mail -blrtms@canarabank.com	
3	Date of Issue	29 NOV 2021	
4	Last Date of Submission of Queries for pre Bid	The Pre Bid Queries on RFP may b	
	Meeting	sent through email or in writing a	
		the address specified above, on o	
		before	
		04 DEC 2021	
5	Date of Pre Bid Meeting	04 DEC 2021 04:00PM	
6	Last Date of Submission of Bids	08 DEC2021 BEFORE 05:00PM	
7	Date and Time of Opening Bid	09 DEC2021 03:00PM	
8	Date and Time opening of Commercial Bid	09 DEC2021 03:00PM	
9	Cost of Application Money	NIL	
10	Earnest Money Deposit (Refundable)	Rs10,000/- Rupees Ten thousand Only (Excl GST)	



A. INSTRUCTIONS TO BIDDERS (ISB)

"Disposal of Twenty Nine ATM Machines lying at our Office at No 86 M G Road and other branches under Bengaluru Circle Office"

Introduction: Canara Bank, Bengaluru Circle Office intends to dispose Old / Unusable / Obsolete
ATM Machines lying at our Office at No 86 M G Road and other branches coming under Bengaluru
Circle Office.

For this, sealed price quotations are invited from the Empanelled vendors for participation in the Tender process.

2. Scope of Work:

2.1. Scope includes collecting & purchasing old/unusable/obsolete ATM Machines (identified by the Bank for disposal) from Canara Bank branches.

3. Eligibility Criteria:

- 3.1. This RFP is limited to the Empanelled vendors for disposal of E-Waste with Canara Bank.
- 3.2. The Empanelled vendors should hold valid Certificate from State Pollution Control Board/Govt Authorities for undertaking E-Waste Disposal as on the date of RFP. The copy of the certificate should be submitted along with the bid.
- 3.3. The Empanelled vendors quoting for this RFP should agree to the condition to "remove the storage media viz., Hard diskand the same has to be degaussed in front of the Concerned Bank officials before lifting the E-Waste from the Bank".
- 3.4. The Empanelled vendors need to submit an undertaking that all the ATM Machines, as proposed by Canara Bank for disposal will be disposed off as per e-waste disposal guidelines of State / Central government authorities.

4. Terms & Conditions:

- 4.1. The bid is non-transferable.
- 4.2. Incomplete and unsigned price quotations are liable to be rejected.
- 4.3. EMD amount to be submitted along with the bid. Non submission of the EMD along with bid will not be evaluated. EMD amount may be credited to our following account and UTR No may be mentioned in the Price Schedule.

Canara Bank, Account No 6924295000001, IFSC CNRB0006924 Name of Beneficiary - Regional Office Bengaluru Rural-2, Bengaluru

- 4.4. Price Schedule (Commercial Offer) is attached with this Tender notice as Annexure-IV.
- 4.5. The empanelled vendors may inspect the items on or before 08 Dec 2021, before 04:00 PM And satisfy themselves about the items for which they are bidding for. The ATM Machines to be collected from Bengaluru Circle Office building and various branches in Bengaluru Circle as given in annexure to this RFP. Sample ATM Machine can be inspected at our Office at No. 86 M G Road, Bengaluru.

- 4.6. The empanelled vendors shall bear all the costs associated with the preparation and submission of its bid, and Canara Bank in no case will be responsible or liable for these costs, regardless of conduct or outcome of bidding process.
- 4.7. All expenses pertaining to collecting, transporting for disposal (asper Govtguidelines) is to be borne by the successful bidder.
- 4.8. Item shall be sold to the bidder with highest bid price.
- 4.9. The successful bidder has to remit the total amount inclGST quoted in the bid by way of Demand Draft favoring Canara Bank or NEFT to our account within 7 working days of intimation of being H1 Bidder lest the EMD will be forfeited without any intimation. Account details will be shared to H1 bidder.
- 4.10. The Successful bidder has to lift all the items from disposal site within 4-6 weeks after Issuance of Order. On failure to do so, Canara Bank, T M Section, Circle Office Bengaluru shall have the right to forfeit the entire EMD remitted and Bank may dispose the items through H2/H3 Bidders or any other bidder.
- 4.11. The Successful bidder to comply and ensure with the Tender Clause on degaussing of data as referred in Clause (3.3) above.
- 4.12. The Bank reserves the right to accept or reject any price quotation or cancel the disposal process and reject all quotations at any time, without assigning any reason, thereby without incurring any liability to the affected empanelled bidder or bidders or any obligation to inform the affected empanelled bidder or bidders of the ground for the Bank's action. The empanelled vendors may on their own interest contact the Bank on the status of the tender after opening of the bids.
- 4.13. Once the Hardware items are handed over to the successful bidder, the same shall not be taken back by the Bank.
- 4.14. All the required documents to transport the E-Waste from Bank's location to bidder's location (complying with the Govt Guidelines), will be arranged from the bidder's side. Bank will only give the required declaration.
- 4.15. Any bid received by the Bank after the last date for submission of bid prescribed by the bank will be rejected and/or returned unopened to the Empanelled bidder, which the bidder has to collect from the Bank.

5. Submission of Bids:

5.1. The bid should be submitted in sealed cover addressed to the Bank at the following address within the date and time specified (Bid details in Brief) above.

The Senior Manager Canara Bank Technology Management Section Circle Office, No.86, M G Road, Spencers Towers, Bengaluru - 560001

Contact Person/s: Mr.C H Babu Mahesh Kumar, Senior Manager / S V Satish Kumar -Officer Phone No 080-25008800 EXTN -130 / 25310036

6. Bid System Offer:

- 6.1. The response to the RFP will be submitted by way of two stage bidding process comprising of Technical & Commercial Bid as detailed below:
 - 6.1.1. <u>Technical Criteria</u>: Indicating their compliance to Technical Compliance and submission of valid Central / State Govt Pollution Control Board certificate along with the EMD by way of DD.
 - 6.1.2. <u>Commercial Bid:</u> furnishing all relevant information as required as per Bill of Material as per Annexure-IV.
 - 6.1.3. Both the bids sealed and covered should be put in a closed envelope and should be super scribed as "Offer to Disposal of Twenty Nine ATM Machines lying at our Office at No 86 M G Road and other branches under Bengaluru Circle Office "on the top of the envelope.
 - 6.1.4. The envelope shall bear the RFP No, RFP Details, name & complete postal address of the bidder and authority to whom the Bid is submitted.
 - 6.1.5. The envelope/s should be properly sealed and submitted.
 - 6.1.6. All documents must be duly signed by the authorized signatory of the bidder. No overwriting, erasures are permitted.

7. Amendment to Bidding Document:

- 7.1. At any time prior to deadline for submission of Bids, the Bank, for any reason, whether, at its own initiative or in response to a clarification requested by prospective empanelled bidder, may modify the bidding document, by amendment.
- 7.2. Notification of amendments will be made available on the Bank's website(i.e. https://www.canarabank.com/tenders.aspx) and will be binding on all bidders and no separate communication will be issued in this regard.
- 7.3. In order to allow reasonable time to prospective bidders to take the amendment into account in preparing their bids, the Bank, at its discretion, may extend the due date for submission of bid for a reasonable period as decided by the Bank for the submission of

8. Earnest Money Deposit (EMD):

8.1. The bidder shall furnish Earnest Money Deposit (EMD) of Rs.10,000/= (Rupees Tenthousand Only) by way of Demand Draft drawn on any scheduled bank in favor of Canara Bank payable at Bengaluru / or MSE Certificate and should be kept along with the Bid or remit to our following Account and UTR details to be furnished in the Price Bid. The EMD of the un-successful Bidders will be returned upon the H1 Bidderaccepting the order.

Canara Bank,

Account No 6924295000001, IFSC CNRB0006924

Name of Beneficiary - Regional Office Bengaluru Rural-2, Bengaluru

8.2. The EMD may be forfeited:

- 8.2.1. If the bidder withdraws or amends the bid during the period of bid validity specified in this document.
- 8.2.2. If the selected bidder fails to accept the order and make the full bid amount within 7working days in accordance with the terms of the RFP or fails to lift the items within 4-6 weeks after issuance of order.

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The Offer submitted and the prices quoted therein shall be valid for 30 days from the date of opening of Commercial Bid. Bid valid for any shorter period shall be rejected by the Bank.

9. Price Composition:

- 9.1. The price quoted should be only in Indian Rupees.
- 9.2. The bidder has to give price of all the items separately, as mentioned in Bill of Material as per Annexure-IV.
- 9.3. The bidders should alone bear the expenses like de-grouting, transportation, loading/unloading charges etc.
- 9.4. The bidder has to quote applicable GST as mentioned in the Bill of Material.

10. Opening of Bids:

- 10.1. Techno-Commercial offer will be opened in our office as per date/time mentioned in the Bid details in Brief.
- 10.2. The representative of the bidder can be present for the opening of the Bid. No separate intimation will be given in this regard to the bidders for deputing their representative. The bid will be opened in the presence of Bidder's representative and Bank Officials.
- 10.3. Non-attendance at the bid opening will not be a cause for disqualification of a bidder.

11. Evaluation Criteria:

- 11.1. Bids which are qualified in Eligibility/Technical Criteria would be considered for Commercial Evaluation.
- 11.2. For Commercial evaluation, Total Bid Price i.e. Total Cost of all the units will be the basis of comparison amongst the eligible bidders to rank them, in order to determine the Highest Evaluated Bid.
- 11.3. Aftercompleting the above process, the Bank will declare H1, H2, and H3.... Bidder in order to determine the Highest evaluated Bid (H1) and will award the contract to the H1 Bidder. In case of failure or refusal to execute the order, Canara Bank, TM Section, Circle Office Bengaluru shall have the right to dispose the items to H2/H3 bidder or any other bidder on matching the H1 (Highest) prices.

कृते केनरा वैंक/For CANARA BANK

मंडल प्राथिक/Divisional Manager अंचल कार्यलय, ज्यानी रोड, बेंगलूरु-560001 Circle Office, M.G.Road, Bengaluru-1



Annexure-IV

Bill of Material

Price Schedule for ATMs to be disposed

To,

The Senior Manager
Canara Bank
Technology Management Section
Bengaluru Circle Office
Spencers Towers, No. 86, M G Road, Bengaluru - 560 001

We declare that we have inspected the hardware items and are interested to purchase the same on "As is where is Basis". Our offer for the items is as below:

Sl. No.	Item Description	Qty	Unit Price (Rs.)	Total Cost (Rs.)	Applicable GST 5%	Total Cost with GST
1	AUTOMATED TELLER MACHINES (ATMs)	29				

Note:

- The item price is inclusive of all misc. charges like transportation, labour, all taxes or any other expenses. We have gone through all the terms and conditions in the tender document and agree with the same. We understand that in event of non-compliance of the terms and conditions of the tender, our tender can be cancelled at any time of the tender process.
- The bidder has to quote for each line item.
 The Unit Cost should be given in full INR (i.e. without decimal places).
- In case of discrepancy between unit price and Total price, the unit price shall prevail.
- We understand that the Bank is not bound to accept the tender 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.

Place:	
Date:	Seal & Signature of Authorized signatory of the Bidder



Annexure-V

<u>Details of the Bank Locations (Branches/Offices) where the E-Waste is available for Inspection.</u>

il No	Details of Canara Bank Office where the ATM Machines available for inspection	Contact Person Details
1.	Canara Bank, Technology Management Section Bengaluru Circle Office, NO 86 M G Road Bengaluru - 560001	MR. S V SATISH KUMAR OFFICER - 8310518025 080-25310036

Kindly note - Successful Bidder has to lift the ATM Machines from the branches as given in annexure to this RFP. Contact Numbers of branches will be shared to H1 Bidder.

तकनीकी प्रबंधन अनुभाग अंचल कार्यालय बेंगलूर / TM Section Circle Office Bangalore Ph: (080) 25008800 - Ext - 130 / 080-25310036

blrtms@canarabank.com www.canarabank.com

ANNEXURE TO RFP 09/2021-22 DATED 24 Nov 2021.

Name and location of branches from where ATM Machines to be lifted/collected.

SL NO	ATM ID	LOCATION	RO NAME	ATM TO BE COLLECTED FROM
1	08888204	BOSCH ADUGODI	RO CENTRAL	CIRCLE OFFICE BANGALORE
2	A0686001	THANISNDRA-BLR	RO NORTH	CANARA BANK THAMISANDRA
3	A0475001	BLRVIJAYACOLEGE	RO SOUTH	CANARA BANK VIJAYA COLLEGE
4	A0472001	YEDIYRBNGLR	RO SOUTH	CIRCLE OFFICE BANGALORE
5	A0449001	MLSWR5TH,BLR	RO WEST	CIRCLE OFFICE BANGALORE
6	A0428001	BLRYESHWANTPUR	RO WEST	CANARA BANK YESHWANTHPUR
7	A1562001	KANAKAPURA	RO MANDYA	CIRCLE OFFICE BANGALORE
8	A1608001	MALAVALLI	RO MANDYA	CANARA BANK MALAVALLI
9	47929216	GUNDLUPET	RO MYSURU-II	CANARA BANK GUNDLAPET
10	A1707001	GUNDLUPET	RO MYSURU-II	CIRCLE OFFICE BANGALORE
11	A1733001	T NARASIPURA	RO MYSURU-II	CIRCLE OFFICE BANGALORE
12	A2002001	KYATHASANDRA	RO TUMAKURU	CIRCLE OFFICE BANGALORE
13	A0436001	BLRRJJ2NDSTAGE	RO WEST	CIRCLE OFFICE BANGALORE
14	A0436002	BLRRJJ2NDSTGATM2	RO WEST	CIRCLE OFFICE BANGALORE
15	A0462001	KENGERISATOWNBLR	RO WEST	CIRCLE OFFICE BANGALORE
16	A0493001	BANMARATHAHALLY	RO EAST	CIRCLE OFFICE BANGALORE
17	A0440001	VISWESWARAPURAM	RO SOUTH	CIRCLE OFFICE BANGALORE
18	A1706001	CHAMARAJNAGAR II	RO MYSURU-II	CIRCLE OFFICE BANGALORE
19	A0433001	HALASUR	RO EAST	CIRCLE OFFICE BANGALORE
20	63579512	RAGHUVANAHALLI	RO SOUTH	CIRCLE OFFICE BANGALORE
21	A0409001	JAYANAGAR	RO SOUTH	CIRCLE OFFICE BANGALORE
22	05559830	YELWAL	RO MYSURU-I	CIRCLE OFFICE BANGALORE
23	07932012	NANDI DURGA ROAD	RO NORTH	CIRCLE OFFICE BANGALORE
24	47992526	SPECIALISED SME BRANCH, KUMBALAGODU	RO SOUTH	CIRCLE OFFICE BANGALORE
25	08888394	GANGANAGAR OFFSITE-2ND	RO NORTH	CIRCLE OFFICE BANGALORE
26	A0491001	YELAHANKA	RO NORTH	CIRCLE OFFICE BANGALORE
27	A0406001	BNGCONTONMENT	RO CENTRAL	CANARA BANK CANTONMENT
28	04240126	LANGFORD TOWN TWO	RO CENTRAL	CANARA BANK LANGFORD TOWN
29	45618409	SUBRAMANYA GHATI	RO RURALI	CANARA BANK GHATI SUBRAMANYA

तकनीकी प्रबंधन अनुभाग
अंचल कार्यालय
वेंगलर /

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