



(M): 8373077725 (Chief Executive Officer)
(M): 8373077601 (General Manager)
THE BURDWAN CENTRAL CO-OPERATIVE BANK LTD.

REGD. H.O.: 64, G.T. ROAD, P.O.- BURDWAN, DIST.- PURBA BARDHAMAN, PIN. - 713 101 (WEST BENGAL)

Ref. No.: Con.- 1069 / 2023-2024.

Date: October 19, 2023.

NOTICE INVITING TENDER

Notice inviting sealed quotations for Annual Maintenance of CCTV Systems including Network (LAN), Power Cabling and quarterly Preventive Maintenance of all related machines for 41 (Forty one) locations and Head Office

Sealed quotations are invited from experienced vendors for quoting rates of Annual Maintenance of CCTV systems including all accessories for all 41 (forty one) branches and Head Office of the bank.

The contract will be as per the following terms and conditions: -

1. The Vendors must have to provide Comprehensive Maintenance Services to all the equipment of CCTV systems. This would include repair / replacement of defective parts. The cost of replacement of defective parts, if any, shall also be borne by the selected Agency.
2. The movement of any equipment, if required, would be arranged by the Vendor and necessary operations to facilitate such transportation and further assembling for reinstallation will be done by the Vendor.
3. The Vendor should have to assure prompt services **within 48 (forty eight) hours for branches and within 24 (twenty-four) hours for the Head Office "On Call"** from the bank.
4. The Agency will have to provide **"On Call" Service from Monday to Saturday** excluding Public Holidays under the N.I. Act of Government of West Bengal from **9-00 a.m. to 5-00 p.m.** for the **Day-Branches** and in case of **Evening Branches** as per its **working hours**.

However, for emergency, the Agency will have to provide services on **Sunday and Public Holidays** and **beyond the stipulated time**, as mentioned above also.

5. The bank shall provide the authorized representatives of the Vendor with required permission to access to CCTV System.
6. The vendor should have required credentials and experience in the requisite field; photocopies of which is to be enclosed along with the offer letter.
7. That the vendor will have to stock sufficient number of spares at its office for immediate service, under the care of your Service Engineer.



(Handwritten signature)

Contd. to....P/2....

8. That stipulated Vendor's Engineer shall carry out preventive maintenance of our branches and the Head Office once in three months under intimation to the Deputy General Manager (Funds & Banking) at the Head Office and the concerned Manager of the branch. The time schedule of preventive maintenance be fixed in consultation with the respective Manager of the branch and the Deputy General Manager (Funds & Banking) at the Head Office. Interested vendor(s) may inspect the existing infrastructure of CCTV(s) after having prior intimation from Deputy General Manager (Fund & Banking) [Contact No. 8373077602].
9. In case of failure to provide effective service by the vendor, the repairing job may be completed by any other competent Agency by the bank and the cost, in this regard, is to be borne by the Vendor.
10. The AMC will commence from 01.12.2023 and will remain valid upto 30.11.2026.
11. Payment terms: - Quarterly in advance on submission bill at Head Office of the bank.
12. **Schedule for selection of AMC Vendor: -**
 - a. Last date of submission of Tender Papers: 14.11.2023.
 - b. Date of opening of Tender: 16.11.2023.
 - c. Date of display of the names of short-listed Vendors on the Notice Board of the bank's Head Office: 16.11.2023.
 - d. Date of negotiation with the short-listed Vendors: 17.11.2023.

The selection of vendors will be exclusively done by the bank. Competitive rates and services rendered in the greater field, certifications obtained by the vendor along with the price will be the deciding factor for selection of vendor. Price will not be the sole criteria for selection of vendor. Selected vendor/s may be called for an interview.

The Bank may terminate the Annual Maintenance Contract with the selected vendor at any time by giving 3 (three) months notice or 3 (three) months' payment and the Vendor may terminate the contract by giving 3 (three) months' notice only.

The Bank reserves the right to cancel any or all of the Vendors at any time without assigning any reason thereof.



19.10.2023
General Manager