



CANBANK COMPUTER SERVICES LTD,
(A subsidiary of Canara Bank)
NO.218, J P Royale, I Floor, 2nd Main
Sampige Road, Malleswaram (Near 14th Cross)
BANGALORE - 560 003
Ph: 080-23469661/2/4/5 Fax:080-23469667

Tender No: CCSL:003:2018-19

Date: 08.06.2018

NOTICE INVITING QUOTATIONS FOR SUPPLY OF ATM CONSUMABLES

Canbank Computer Services Ltd., Bangalore (CCSL) invites applications from well established, resourceful and experienced firms involved in manufacturing and/or supplying required number of ATM consumables. Interested firms/agencies may apply.

1. Eligibility Criteria:

- i. Suppliers should have executed satisfactory supply of ATM consumables to the tune of at least Rs.50.00 lacs each to not less than two Public Sector Banks/Nationalized Banks during the preceding financial year and documentary proof relating to execution of the order is to be enclosed to the application.
- ii. Suppliers should be capable to supply ATM consumables suitable to NCR/DIEBOLD ATM machines (Both Old and New Models) and to submit sample of these items (2 pieces of RPT/JPT roles) for testing purpose.
- iii. Suppliers should have established in the business (as suppliers of ATM consumables) for a minimum period of 3 years and earning profits.
- iv. Suppliers should have minimum Annual Sales Turnover of Rs. 1.00 crore in respect of ATM consumables.

Interested parties can download the document format from our website: www.ccsl.co.in . The documents completed in all respects are to be submitted before **3 PM on 29.06.2018**. Existing Suppliers are also required to submit fresh proposal and participate in the process.

2. CHECKLIST :

(a)	Application	
(b)	Documentary proof of orders executed to PSBs/NBs	
(c)	Copy of license/ Registration	
(d)	Schedule 'A'	Quotation
(e)	Schedule 'B'	Details of Organization
(f)	Schedule 'C'	Financial Statement
(e)	Schedule 'D'	Key personnel of the Organization
(f)	Schedule 'E'	Particulars of the work executed
(g)	Schedule 'F'	Declaration - Questionnaire
(g)	Schedule 'G'	Undertaking -Quality of consumables
(h)	Schedule 'H'	Declaration - Delivery Schedule

3. Method of Submission :

The document along with the Schedules 'A' to 'H' shall be submitted in a closed and sealed envelope and submitted to the address given below. The envelope shall be superscribed as "Application for Supply of ATM Consumables- 2018" and shall show name and address of the Applicant. Each page of document shall be duly signed by the Applicant or his authorized representative. Incomplete applications are liable to be rejected.

For any clarification, following may be contacted:

The Executive Vice President
Canbank Computer Services Ltd.,
#218, 1st Floor, J P Royale, 2nd Main, Sampige Road (Near 14th Cross),
Malleswaram, BANGALORE - 560 003
Tel No. 080 23469661/662/664/665

Last Date for submission of documents completed in all respect : 3 PM on 29.06.2018 (Friday)

The date of opening of the Bid : 4 PM on 29.06.2018 (Friday)

Note:- Any queries / clarification relating to this Tender may be posted to the following email ids by 20th June 2018 and the same will be addressed / published to all the intending vendors. canatm@csl.co.in or sureshabu@csl.co.in

If the application is made by a partnership firm, a certified copy of the partnership deed, current address of the firm and the full names and current addresses of all the partners of the firm shall also accompany the application.

If the application is made by a limited Company it shall be signed by a person duly authorized by the Board of Directors of the Company. A copy of the board resolution complying with the above to be enclosed.

The information furnished must be sufficient to show that the applicant is capable in all respects to successfully complete the execution of the orders.

4. Evaluation of Application

The applications shall be examined so as to ascertain whether the applications:

- meet the eligibility criteria;
- have been properly prepared and signed;
- contain all the details called for and are in proper format
- are accompanied by required authorization, and
- Are otherwise generally in order.

CCSL reserves the right to reject any or all application without assigning any reason and cancel the tendering process.

No contractual obligation whatsoever shall arise from this process unless and until a formal contract is signed between CCSL and the successful supplier

CCSL reserves the right to entrust the work of supply of ATM Consumables to one or more suppliers depending upon exigencies / requirements and also as a part of Risk Mitigation.

The successful bidders will be intimated of the decision. CCSL will also be taking into consideration the reach of the supplier to deliver in time depending on the location / speed of delivery etc. apart from the bidder satisfying the eligibility criteria.

The contract will be valid for a minimum period of ONE year or part thereof to coincide the financial year. The Contract may be extended / terminated for a further period of one year with a notice period of 2 months. No escalation will be entertained during the contract period or the extended contract period.

The decision of CCSL to accept or reject any application will be final.

APPLICATION for SUPPLY OF ATM COMSUMABLES

To

The Executive Vice President
CANBANK COMPUTER SERVICES LTD.,
#218, 1st Floor, J P Royale, 2nd Main,
Sampige Road (Near 14th Cross),
Malleswaram, BANGALORE - 560 003

Dear Sir,

With reference to Request for Quotation for supply of ATM consumables, we hereby submit all the necessary information and relevant documents for supply of ATM consumables.

It is certified that the information furnished in this document is authentic. We hereby authorize Canbank Computer Services Ltd. to make independent enquiries to verify the information furnished by us.

We understand CCSL reserves the right to reject any or all applications without assigning any reason thereof.

Date :

Signature of Applicant
Including title and capacity in which
Application is made with seal

Encl:

- i. CHECKLIST
- ii. Schedules duly filled in the prescribed form.
- iii. Copy of Partnership Deed or Registration Certificate.
- iv. Balance Sheets and Profit & Loss Accounts for 3 years.
- v. Sales Tax Registration (Value Added Tax) Certificate.
- vi. COMMERCIAL QUOTE

Schedule “A”
QUOTATION

Name of The Supplier			
SL NO	PARTICULARS	ITEM DESCRIPTION	Rate
1	NCR THERMAL JPT	Journal Printer Roll with 2 Years retention quality and with 80 meters length and 80mm width with CANARA BANK LOGO.	
2	NCR THERMAL RPT	NCR Thermal Receipt Printer Roll with 80mm Width, 600 METERS, 55-58 GSM ATM Thermal Grade Paper and with Length of 1960 ft, Yield would be 5000 plus receipts with CANARA BANK LOGO on the Front Side.	
3	NCR NON-THERMAL JPT	NCR Bond Journal Printer Roll with 82.5mm Width, 91mm Dia, 60 GSM Paper, Plain Bond Wood Free A Grade Paper with double helical core, Length is 80 meters. Paper is not attached to the core with tape and with CANARA BANK LOGO.	
4	DIEBOLD JPT NON THERMAL	Diebold JPT Rolls with Length of 76.2 meters, width of 87.4 mm, 60 GSM Paper, outside diameter 20.6, inside diameter 11.2mm, Plain Bond A grade paper with double helical plastic core, Paper is not attached to the core with tape and with CANARA BANK LOGO.	
5	DIEBOLD RPT	Diebold Thermal RPT Rolls with length of 400 meters, width 80 mm, 55-58 GSM, outside diameter of 173mm, Core diameter 25.1 mm, with CANARA BANK LOGO on the Front Side.	
6	DIEBOLD D-422 THERMAL JPT	Diebold Thermal JPT Rolls with length of 80 meters, width 88 mm, A grade paper with double helical plastic core, Paper is not attached to the core with tape and with CANARA BANK LOGO.	
7	DIEBOLD D-429 RPT	Diebold Thermal RPT Rolls with length of 200 meters, width 80 mm, 55-58 GSM, with Canara Bank Logo on the Front Side.	
8	NCR RIBBONS	Standard NCR ATM ribbons	
9	DIEBOLD RIBBONS	Standard DIEBOLD ATM ribbons	

Others terms and conditions:

- The consumables are to be supplied to respective centers as per indent within 15 days from the date of indent and as per specification above.
- CANARA BANK LOGO to be printed on both JPT and RPT Rolls for NCR & Diebold make.
- The rates should be inclusive of delivery charges. Taxes extra.
- All the Invoices are to be sent to our Office at Bangalore.
- Payment will be made from our Office after getting confirmation about both quantity and quality from our representatives / authorized CRAs at various centers.
- Payment will be made within 30 days from the date of Invoice.

Schedule “B”

DETAILS OF ORGANISATION

I. General Information:

Sl. No.	Particulars	
1	Name and address of the Firm	
2	Contact Person	
3	Telephone (a) landline	(b) Mobile
	(c) E mail	(d) Fax
4	Place of Incorporation / Registration	
5	Year of Incorporation / Registration	
6	Main line of Business	

II. Name and address of Owners/Partners/Directors:

Sl No.	NAME	ADDRESS
1.		
2.		
3.		
4.		
5.		

III. Structure and Organization

- The applicant is a Limited Company/ Corporation/ Partnership/ Proprietorship.
- Number of years of experience in similar work
- Escalation matrix for redressing issues, if any.
- Give details of your experience in supply to Institutional customers.
- Describe the proposed quality control procedures during Processing & supply.
- Have your firm been debarred or Black listed for tendering in any organization? If so, give details.
- Give the technical specifications of the ATM consumables being supplied
- Whether Plant & Equipment is owned by the organization for production of ATM Consumables?

Schedule “C”

: FINANCIAL STATEMENT:

Name of Applicant :

1. General

Banker	Name of Banker		
	Address of Banker		
	Telephone	Contact person and Title	
	Fax	Telex	
Financial information	Previous three financial years		(Rs. In lacs)
	2015-16	2016-17	2017-18**
1. Total Assets			
2. Current Assets			
3. Total liabilities			
4. Current liabilities			
5. Profits before taxes			
6. Profits after taxes			
7. Net Worth			
8. Working Capital			

Note:

1. Applicants should provide financial information to demonstrate that they access to adequate financial resources to meet the cash flow requirements of the proposed works and other existing commitments. Each applicant must fill in the form. If necessary, use separate sheets to provide complete information.
2. Copies of the audited balance sheets with profit and loss accounts for the last 3 years to be attached.

2. Turn-over:

ANNUAL TURN OVER DATA FOR LAST THREE YEARS	
YEAR	TURNOVER IN RS. LAKHS.
2015 - 2016	
2016 - 2017	
2017 - 2018**	
AVERAGE ANNUAL TURNOVER	

Note: All individual firms must complete the information in this form. The information supplied should be the annual supply turnover in terms of the amount billed to clients for each year for works executed during each of the last three years.

3. Certificates

CERTIFICATE	YES	NO
GST NUMBER & Certificate		

Note: Attach attested copies for Items Answered as “Yes” above

Schedule “D”

KEY PERSONNEL OF THE ORGANISATION

Name of Applicant :

SL.NO.	NAME	DESIGNATION	PROFESSIONAL EXPERIENCE*

*** Add separate sheet, if required.**

Schedule “E”

PARTICULARS OF THE WORK EXECUTED

Name of Applicant

1. Details of “Supplies made” during last three years

NO.	NAME OF THE BANKS TO WHICH SUPPLIES MADE	QUANTITY SUPPLIED	TOTAL BILL AMOUNT

Note: Provide copies of Work Orders / Proof of supply/Certificate from the Banks for having satisfactorily supplied ATM consumables during the previous years. Work orders and Proof of orders will be verified if required.

Schedule “F”

DECLARATION

I/We, the undersigned, do hereby declare that the statements made in the pre-qualification questionnaire forms and in the required attachments are true and correct.

The undersigned hereby authorize (s) and request (s) any bank, person, firm or corporation to furnish pertinent information deemed necessary and requested by the BANK to verify this Statement or regarding my (our) competence and general reputation.

The undersigned understands and agrees that further qualifying information, may be requested and agrees to furnish any such information at the request of the Bank.

(Signed by an Authorized Officer of the Company)

(Title of Officer)

(Name of Firm)

(Date)

Schedule “G”

UNDERTAKING

To

The Executive Vice President
CANBANK COMPUTER SERVICES LTD.,
#218, 1st Floor, J P Royale, 2nd Main,
Sampige Road (Near 14th Cross),
Malleswaram, BANGALORE - 560 003

Dear Sir,

Sub :: Quality of the Consumables Supplied

I/We, the undersigned, do hereby undertake that in the event of any deviation such as GSM, length and quality of the Rolls, in the supply of consumables as per the specification mentioned in the Table of Schedule ‘A’, we agree for the following terms.

- a. We have noted that the contract agreement will be cancelled and another vendor will be appointed.
- b. Any loss established on account of such supplies will be passed on to the vendor.

The undersigned understands and agrees the above mentioned terms and conditions.

(Signed by an Authorized Officer of the Company)

(Title of Officer)

(Name of the Firm)

(Date)

Schedule "H"

DECLARATION

1. DELIVERY SCHEDULE

Order will be placed during the 1st week of every month & the delivery should be made within 15 days from the date of placing the order. If any delay in delivery schedule, penalty will be charged @ 2% (Two percent) of the order value to the maximum of 10% (ten percent). Delay beyond 10% value may render cancellation of the Contract / Agreement.

The delivery has to be made to the following centers. Please mention your feasibility for the delivery as per the above terms.

Sl. No	CENTRE NAME	Delivery Points	Delivery confirmation	
			YES	NO
1	BANGALORE	1		
2	CHENNAI	1		
3	MUMBAI	1		
4	DELHI	1		
5	MYSORE	1		
6	TIRUNELVELI	1		
7	HYDERABAD	1		
8	KOLLAM	1		
9	ALLAPUZHA	1		
10	TRIVANDRUM	1		
11	COIMBATORE	2		
12	SALEM	1		
13	ERODE	1		
14	GOA	2		
15	MADURAI	1		
16	MANGALORE	1		
17	TRICHY	1		
18	PUNE	1		
19	KOLKATA	1		
20	AHMEDABAD	1		
21	BHOPAL	1		
22	NAGPUR	1		
23	AGRA	1		
24	ALIGARH	1		

Request for proposal for Supply of ATM Consumables - 2018

Sl. No	CENTRE NAME	Delivery Points	Delivery confirmation	
			YES	NO
25	CALICUT	1		
26	BELGAUM	1		
27	DINDIGUL	1		
28	TUMKUR	1		
29	COCHIN / ERNAKULAM	1		
30	GURUVAYUR	1		
31	SHIMOGA	1		
32	THENI	1		
33	KARAIKUDI	1		
34	RAJAPALYAM	1		
35	RANCHI	1		
36	BHUBANESWAR	1		
37	GHAZIABAD	1		
38	RAIPUR	1		
39	JAMSHEDPUR	1		
40	TIRUPATI	1		

**** Note: The Annual requirement for ATM Consumables for the above mentioned centers in value terms will be around 25 Lacs (approx)**