

(Letter to the Bank on the Agency's letterhead)

To

**DGM & Chief Security Officer
Central Security Department
UCO Bank, Head Office
Ground Floor, 10 BTM Sarani
Kolkata – 700001.**

Dear Sir,

Sub: Notice Inviting Request for proposal (RFP) for Submission of Bids for Comprehensive Annual Maintenance contract (CAMC) of Flap barriers for UCO Bank HO-I & HO-II buildings located at Kolkata.

With reference to your notice inviting Expression of Interest (RFP) published in your website with effect from, having examined and understood the instructions, terms and conditions forming part of the RFP, we hereby enclose our offer for Comprehensive Annual Maintenance contract (CAMC) of Flap barriers for UCO Bank HO-I & HO-II buildings located in Kolkata.

We confirm that we have not been disqualified by any PSUs for deployment of Guards during last 03 years.

We further confirm that the offer is in conformity with the terms and conditions as mentioned in the RFP. We also confirm that the offer shall remain valid for 90 days from the last date for submission of the offer. We hereby confirm that we have read the terms and conditions given at the RFP and agree to them fully. We understand that the Bank is not bound to accept the offer either in part or in full and that the Bank has the right to reject the offer in full or in part without assigning any reason whatsoever.

Yours faithfully,

Authorized Signatory

(Name, Designation & seal of the firm)



Annexure-II

To,

**DGM & Chief Security Officer
Central Security Department
UCO Bank, Head Office
Ground Floor, 10 BTM Sarani
Kolkata – 700001.**

Subject: Submission of Eligibility Bids for Comprehensive Annual Maintenance contract (CAMC) of Flap barriers for UCO Bank HO-I & HO-II buildings located in Kolkata.

Particulars of Company/ Firm:

1. Name of Company / Firm:
2. Registered Address of the Company with
Telephone No., FAX & E-mail ID
3. Local Address of the company at Kolkata with
Telephone No. & E-mail ID:
4. Year of Establishment:
5. Status of the Company (whether
Proprietary / private Ltd. / Public Limited/
Co-operative Society / Public Sector /
Autonomous body / Govt. Department):
6. Name of the Proprietor / Directors /
Partners / Controlling body:
 - i)
 - ii)
 - iii)
7. Whether registered with the Registrar
of Companies / Registrar of Firms / Registrar
of Co-operative societies. If so, please mention
the number of such registration and date:
8. Name and Address of Bankers:



9. Whether registered for GST. If so, please mention the GST registration number and furnish a copy of such registration certificate:
10. Whether registered for Service Tax. If so, please mention the Service Tax registration number and furnish a copy of such registration certificate:
11. Whether an assessee of Income Tax. If so, please mention the Permanent Account Number (PAN):
12. Furnish copies of audited Balance Sheet for last three years with Profit & Loss a/c (2021-22, 2022-23, 2023-24)
13. Whether empanelled with other PSU Banks / Govt. Deptts. / PSUs / Autonomous bodies. If so, please furnish the following particulars:

Name _____ of the Organisation _____ /Trade/Services/Date _____ of
Empanelment/Validity/Financial
Institution

14. Furnish the names with contact no/address of three responsible persons who will be in a position to certify about the quality as well as past performance of your organization.

- i)
- ii)
- iii)

The particulars furnished in the application are true to the best of my/our knowledge & belief. I/we understand that if any of the particulars is found incorrect, even at a later stage, my/our empanelment will be cancelled.

Date:

Signature of Applicant
(Seal)



ANNEXURE- III

TECHNICAL SPECIFICATION & COMPLAINT FOR VENDOR (LIST OF REQUIREMENTS)

Sl No	Brief Description of the goods and services of Flap barrier	Detail Technical Specification (Make & Model)	Vendor's compliance (YES/NO)
1	Left /Right wing Pedestal	Hik Vision DS-K3B501SX-L/MPg-Dp65(O-STD) OR DS-K3B501S-L/MPg-Dp65(O-STD)	
2	Middle wing Pedestal	Hik Vision DS-K3B501SX-R/MPg-Dp65(O-STD) OR DS-K3B501S-R/MPg-Dp65(O-STD)	
3	Side base	Hik Vision DS-K3B601-BASE650-S	
4	P-Type Flap barrier	Hik Vision DS-K3BC411-RS/MDm90	
5	Controller for P type	Hik Vision DS-K2602T	
6	Brackets for holding Biometric access device (Only Bracket and not the Biometric Device)	Only Bracket (for Cosec Vega Fax Finger print and card-based door access controller with touch screen-Matrix)	
7	Existing Quantity of Hik Vision Flap barrier system:	1. Single lane Flap barrier system -01 =01 2. Double lane Flap barrier system -02 =04 3. Four lane Flap barrier system -01 =04 4. P-type Flap Barrier System-02 =02 <u>11</u> (Total no of lane-11)	



**(BID FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT OF
FLAP BARRIER SYSTEM FOR UCO BANK HO-I & HO-II LOCATED IN KOLKATA)**

Price/Commercial Bid

SI No	Brief Description of Goods and services (Related specifications etc. are in Annexure-III)	Quantity	Cost of AMC for 4 years for Flap Barrier System (Exclusive of GST)
1	CAMC of Flap Barrier System (Both side)	09 Nos	Rs
2	CAMC of P-Type Flap Barrier System (One side)	02 Nos	Rs
	Total cost	11 Nos	

(Total cost = Rupees Exclusive of GST)

Submitted

**Signature of Vendor
(Seal/ Stamp)**



Manufacturer's Authorization Form (MAF)

(Annexure – V)

No. _____

Dated _____

**DGM & Chief Security Officer
Central Security Department
UCO Bank, Head Office
Ground Floor, 10 BTM Sarani
Kolkata – 700001.**

Dear Sir,

Subject: _____
Ref No. : _____

We _____ who are established and reputable manufactures of _____ having factories at _____ and _____ do hereby authorise M/s _____ (Name and address of Vendor /Dealer) to offer their quotation, negotiate and conclude the contract with you against the above invitation for RFP offer.

We hereby extend our full guarantee and warranty as per terms and conditions of the RFP and the contract for the equipment and services offered against this invitation for RFP offer by the above firm and confirm that back to back Spare & Skill Arrangement has been made with M/s _____ for providing support services to UCO Bank under this contract.

Yours faithfully,

Authorized Signatories
(Name & Designation)
Date:

For and on behalf of M/s _____
(Name of manufactures)

Note:

1. This letter of authority should be on the letterhead of the manufacturing concern and should be signed by a competent person of the manufacturer.
2. Such MAF for all items offered for which the vendor is not an OEM, should be attached.

Date:

Place:



Format of INDEMNITY Bond

KNOW all men by these presents that I/We, Shri/Smt....., son/daughter/wife of Shri....., residing at, as Proprietor/Partner/Director of, having office at, a contractor/Vendor and have submitted an offer in response to Tender Notice No. dated being the indemnifier do hereby execute indemnity bond in favour of UCO Bank having their Head Office at 10, B.T.M Sarani, Kolkata-700 001 and having Central Security Department, at UCO Bank, Head Office, 2nd Floor, 10 B.T.M Sarani, Kolkata-700 001 on this--- day of -----, 2021, WHEREAS the Bank invited tenders for-AND WHEREASsubmitted tenders amongst others for the said work.

AND WHEREAS the Bank after observing all formalities in the matter, accepted the tender submitted byand informed them by its letter datedAND WHEREAS pursuant to acceptance of the tender given by the said vendor, the Bank and the said Vendor have entered into an Agreement on.....for.....

AND WHEREAS it is one of the terms of the said Tender-Contract that the Vendor shall give an indemnity in the manner hereinafter appearing.

NOW THIS BOND OF INDEMNITY WITNESSTH AS FOLLOWS:

In consideration of the Bank having agreed to award the aforesaid contract to us more particularly described and stated in the aforesaid Agreement dated ----- and the related tender documents, we do hereby agree ad undertake that we, being the indemnifier shall, at the time hereinafter save and keep the bank harmless and indemnified including its respective Directors, officers and employees and keep them indemnified from and against

1. Any third party claims, civil or criminal complaints/ liabilities, site mishaps and other accidents or disputes and/or damages occurring or arising out of any mishaps at the site due to faulty work, negligence, and/or for violating any law, rules and regulations in force, for the time being while executing contractual work by me/us.
2. Any damages, loss or expenses due to/resulting from any negligence or breach of duty on the part of me/us or any sub-contractor/s if any, servants or agents.
3. Any claim by an employee of mine/ours or of sub-contractors if any, under the Workmen Compensation Act and Employer Liability Act or any other law, rules and regulations in force for the time being and any acts replacing and/or amendments thereof as may be in force at the time and under any law in respect of injuries to persons or property arising out of and in the course of execution of the contract work and/or arising out of and in course of employment of any workmen/employee.
4. Any act or omission of mine/ours or sub-contractors if any, ours/theirs servants or agents which may involve any loss, damage, liability, civil or criminal action.





5. We further agree and undertake that we shall during the contract period, ensure that all permissions, authorizations, consents are obtained from the local and or municipal and/or governmental authorities, as may be required under the applicable laws, regulations, guidelines, notifications, orders framed or issued by any appropriate authorities.

6. If any, additional approval, consent or permission is required by us to execute and perform the contract during the currency of the contract, we shall procure the same and/or comply with the conditions stipulated by the concerned authorities without any delay.

7. Our obligations herein are irrevocable, absolute and unconditional in each case irrespective of the value, genuineness, validity, regularity or enforceability of the aforesaid agreement or the insolvency, bankruptcy, re-organization, dissolution, liquidation or change in ownership of the bank or indemnifier.

8. Our obligation under this bond shall not be affected by any act, omission, matter or thing which would reduce, release us from any of the indemnified obligation under this indemnity or diminish the indemnified obligations in whole or in part, including in law, equity or contract (whether or not known to it, or to the bank).

9. This indemnity shall be governed by and construed in accordance with the laws of India. We irrevocably agree that any legal action suit or proceedings arising out of or relating to its indemnity may be brought in the Courts, Tribunals at -----. Final judgment against us in any such action, suit or proceedings shall be conclusive and may be enforced in any other jurisdiction by way of suit on the judgment/decree, a certified copy of which shall be conclusive evidence of the judgment/decree, or in any other manner provided by law. By the execution of this indemnity, we irrevocably submit to the exclusive jurisdiction of such Court/Tribunal in any such action suit or proceeding.

IN WITNESS WHEREOF

----- (Name of Vendor) has set his/his hands
on this ----- day of -----, 2025

SIGNED AND DELIVERED BY THE AFORESAID----- (Name of Authorised person)
IN THE PRESENCE OF WITNESS

1) Signature.....
Name with address:

2) Signature.....
Name with address:

FORMAT OF INTEGRITY

UCO Bank, a body corporate, constituted under the Banking Companies (Acquisition & Transfer of Undertakings) Act, 1970 as amended from time to time having its Head Office at 10 Biplabi Trailokya Maharaj Sarani, Kolkata-700001, India hereinafter referred called "Bank" of the "ONE PART"

And

M/S(Name and address of the vendor company) (herein after called "The Vendor" which expression shall unless excluded by or repugnant to the subject or context be deemed to mean and include its heirs, administrators, executors, representatives and assignees of successors in office) of the "OTHER PART".

Preamble

The Bank intends to award, under laid down organizational procedures, contract/s for.....The Bank values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder (s) and / or contractor (s).

In order to achieve these goals, the Bank will appoint an independent External Monitor (IEM), who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1 – Commitments of the Bank.

1. The Bank commits itself to take all measures necessary to prevent corruption and to observe the following principles:-

a. No employee of the Bank, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

b. The Bank will during the tender process treat all Bidder(s) with equity and reason. The Bank will in particular, before and during the tender process, provide to all Bidders (s) the same information and will not provide to any Bidders (s) confidential/additional information through which the Bidder(s) could obtain an advantage in relation to the process or the contract execution.

c. The Bank will exclude from the process all known prejudiced persons.

2. If the Bank obtains information on the conduct of any of its employees which is criminal offence under the IPC/PC Act, or if/there be a substantive suspicion in this regard, the Bank will inform the Chief Vigilance Office and in addition can initiate disciplinary actions.

Sections 2 – Commitments of the Bidder (s)/Contractor(s)

1. The bidder(s) /contractor(s) commit himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.

a. The Bidder(s) contractor(s) will not directly or through any other persons of firm, offer promise or give to any of the Bank's employees involved in the tender process of the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to in order to obtain in exchange any advantage or during the execution of the contract.

b. The Bidder(s) /Contractor(s) will not enter with other Bidders into any undisclosed agreement of understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non submission of



bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process .

c. The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act, further the Bidder(s) / contractors will not use improperly for purposes of competition or personal gain, or pass on to others, any information or document provided by the Bank as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

d. The Bidder(s) / Contractor (s) of foreign origin shall disclose the name and address of the Agent/representatives in India, if any. Similarly the bidder(s)/contractor(s) of Indian Nationality shall furnish the name and address of the foreign Banks, if any. Further details as mentioned in the "Guidelines on Indian Agents of Foreign Suppliers" shall be disclosed by the Bidder(s)/Contractor(s). Further, as mentioned in the Guidelines all the payments made to the Indian agent/representative have to be in Indian Rupees only.

e. The Bidder(s)/Contractor(s) will when presenting his bid, disclose any and all payments he has made is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.

2. The Bidder (s) /Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3: Disqualification from tender process and exclusion from future contracts

If the Bidder(s)/Contractor(s), before award or during execution has committed transgression through a violation of Section 2, above or in any other form such as to put his reliability or credibility in question, the Bank is entitled to disqualify the Bidder (s)/Contractor(s) from the tender process or take action as per the procedure mentioned in the "Guidelines on Banning of business dealings". Copy of the "Guidelines on Banning of business dealings" is annexed and marked as Annex-B".

Section 4 : Compensation for Damages

1. If the Bank has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the Bank is entitled to demand and recover the damages equivalent to Earnest Money Deposit/Bid Security.
2. If the Bank has terminated the contract according to Section 3, or if the Bank is entitled to terminate the contract according to Section 3, the Bank shall be entitled to demand and recover from the Contractor liquidated damages of the Contract value of the amount equivalent to Performance Bank Guarantee.

Section 5 : Previous Transgression

1. The Bidder declares that no previous transgressions occurred in the last three years with any other company in any country conforming to the anti-corruption approach or with any other public sector enterprise in India that could justify his exclusion from the tender process.
2. If the bidder makes incorrect statement on this subject he can be disqualified from the tender process and action can be taken as per the procedure mentioned in "Guidelines on Banning of business dealings".

Section 6 : Equal treatment of all Bidders/Contractors/subcontractors.





1. The Bidder (s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact, and to submit it to the Bank before contract signing.
 2. The Bank will enter into agreements with identical conditions as this one with all bidders, contractors and subcontractors.
 3. The Bank will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.
- Section 7 : Criminal charges against violation Bidder(s)/Contractor(s)/Sub contractor(s). If the Bank obtains knowledge of conduct of a Bidder, Contractor or subcontractor, or of an employee or a representative of a Bidder, Contractor or subcontractor, or if Subcontractor which constitutes corruption, or if the Bank has substantive suspicion in this regard, the Bank will inform the same to the Chief Vigilance Officer.
- Section 8 : Independent External Monitor/Monitors
1. The Bank appoints competent and credible Independent External Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.
 2. The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the Chairman & Managing Director, UCO Bank.
 3. The Bidder(s)/Contractor (s) accepts that the Monitor has the right to access without restriction to all project documentation of the Bank including that provided by the Contractor.
- The Bidder will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder (s)/Contractor(s)/Subcontractor(s) with confidentiality.
4. The Bank will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Bank and the Contractor. The parties offer to the Monitor the option to participate in such meetings.
 5. As soon as the Monitor notices, or believes to notice, a violation of this agreement he will so inform the Management of the Bank and request the Management to discontinue or take corrective action, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act, in a specific manner refrain from action or tolerate action.
 6. The Monitor will submit a written report to the Chairman & Managing Director, UCO Bank within 8 to 10 weeks from the date of reference or intimation to him by the Bank and must on occasion arise, submit proposals for correction of problematic situations.

7. Monitor shall be entitled to compensation on the same terms as being extended to / provided to Independent Directors on the UCO Bank.
8. If the Monitor has reported to the Chairman & Managing Director, UCO Bank a substantiated suspicion of an offence under relevant IPC/PC Act, and the Chairman & Managing Director, UCO Bank has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.
9. The word "Monitor" would include both singular and plural.

Section 9 – Pact Duration.

This pact begins when both parties have legally signed it, if expires for the contractor 10 months after the last payment under the contract, and for all other Bidders & Months ---- the contract has been awarded.

If any claim is made lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged / determined by Chairman and Managing Director, UCO Bank.

Section 10 – Other provisions

- This agreement is subject to Indian Law, Place of performance and jurisdiction is the Registered Office of the Bank i.e.
- Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.
- If the Contractor is partnership or a consortium, this agreement must be signed by all partners or consortium members.
- Must one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

 (For & on behalf of the Bank)
 Bidder/Contractor)
 (Office Seal)
 Place _____
 Date _____
 Witness : (Name & Address)
 Address)

(For & On behalf of
 (Office Seal)
 Place _____
 Date _____
 Witness : (Name &

