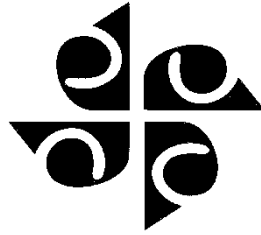


Request for Proposal (RFP)

We have floated tender for Selection of Dealers

For Plywood, Block Board, Flush Door & Laminate etc.
to repair & renovation works of our Main Branch, Akola

The Akola Janata Commercial Co-operative Bank Ltd; Akola
(Multi state Scheduled Bank)



**Head Office,
“ Janvaibhav ”,
Old Cotton Market,
Akola - 444 001**

Tender Reference No. : AJCCB/2018-19
Plywood, Block Board, Flush Door & Laminate etc.
Date : 04.04.2019

The information provided by the bidders in response to this Request For Proposal (RFP) will become the property of The Akola Janata Commercial Co-operative Bank Ltd; Akola and will not be returned. The Bank reserves the right to amend, rescind or reissue this RFP and such amendments will be binding upon the Bidders. The Bank also reserves its right to accept or reject any or all responses to this RFP without assigning any reason whatsoever. This document is prepared by The Akola Janata Commercial Co-operative Bank Ltd; Akola and it should not be reused or copied or used either partially or fully in any form.

1. Invitation for tender offers

The Akola Janata Commercial Co-operative Bank Limited, Akola invites sealed tender offers from eligible ,reputed manufacturers and/or their authorized dealers for Supply **For Plywood, Block Board, Flush Door & Laminate etc.** to repair & renovation works of our Main Branch, Akola

A complete set of tender document may be downloaded from our website www.akolajanatabank.com. The interested bidder can be submit the bid for the **For Plywood, Block Board, Flush Door & Laminate etc.** to repair & renovation works of our Main Branch, Akola

The details are given below:

Tender Reference	AJCCB/2018-19/ Plywood, Block Board , Flush Door & Laminate etc.
Tender Processing Fees	Nil
Date of commencement of availability of tender document	04.04.2019
Last Date and Time for receipts of tender offers	08.04.2019
Address of Communication	Chief Executive Officer The Akola Janata Commercial Co-operative Bank Limited, Akola. " Janvaibhav " Old Cotton Market, P. B. No. 90, Akola - 444 001
Contact Telephone Numbers	0724-2430012, 2430639, 2430241
GST No. - The Akola Janata Commercial Co-operative Bank Limited, Akola.	27AAAAT0875H1ZE
Bids to be given to	Chief Executive Officer, The Akola Janata Commercial Co-operative Bank Limited, Akola.

Technical Specifications, Terms and Conditions, the formats and pro-forma for submitting the tender offer are described in this tender document and its Annexure.

Chief Executive Officer

The Akola Janata Commercial Co-operative Bank Limited, Akola.

Instructions to Bidders

1. Bid Submission

Bid should be submitted to the following in single sealed envelope at the Bank's address given below on or before the schedule given above. The envelope should be securely sealed and stamped.

Chief Executive Officer

The Akola Janata Commercial Co-op. Bank Ltd.

“ Janvaibhav ” , Old Cotton Market, Akola.

Akola - 444 001 (M.S.)

E-Mail: admin@akolajanatabank.com

The envelope must be super scribed with the following information –

- Tender Number
- Tender Date
- Due Date
- Name of Bidder
- Name of the Authorized Person
- E-mail ID of the authorized person to contact.
- Mobile Number
- Correspondence Address

All schedules, Formats and Annexure should be stamped and signed by an authorized official of the bidder company.

2. Qualification Criteria

Reputed authorized dealers, who have experience in executing the orders for **Plywood, Block Board , Flush Door & Laminate etc** who meet the following Eligibility criteria only need to apply :-

- a) The authorized dealer / Company/Firm should have made Net Profits in last year.
- b) Bidder/ Dealer must have authorized dealership certificate of current year from company for quoted material. Authorized dealership certificate should be attached. With tender copy
- c) The bidder should not have been blacklisted by any Statutory and Regulatory Authority

3. Offer validity Period

1. The offer should hold good for a period of 6 months from the closing date of the tender. Bank may place number of orders during the minimum period of 6 months. The prices and items offered should be valid for the minimum period of 6 months.
2. Any additional quantity required shall have to be bill at the same rate upto 6 months from the date of purchase order issue.

4. Opening of Offers

Offers received within the prescribed closing date and time will be opened by the authorities of the Bank. Bank reserves all rights to accept or reject any quotation without assigning any reason thereof.

5. Preliminary Scrutiny

The Bank may, at its discretion, waive any minor non-conformity or any minor irregularity in the offer. This waiver shall be binding on all the bidders and the Bank reserves the right to exercise such waivers.

6. No Commitment to Accept Lowest

The Akola Janata Commercial Co-op. Bank Ltd. is under no obligation to accept the lowest Offer received in response to this tender and reserves the right to split the order or reject any or all the offers including incomplete offers without assigning any reason whatsoever.

7. Submission of Technical Details

It is mandatory to provide the material technical & commercial details in the exact format (**Annexure C** given in this tender. The relevant product information, brand and version/model number offered, **PRINTED PRODUCT BROCHURE**, etc. should be submitted along with the offer.

8. Format for Offer

The suggested format for submission of technical offer is as follows:

1. Index
2. Covering letter. This should be as per Annexure A.
3. Details of the bidder, as per Annexure B.
4. Technical & Commercial Offer with Specifications as given in Annexure C complete with all the columns filled in.
5. Copy of proof of business/ shop act license.
6. Bidder's Financial Details and other supporting documents as asked in the tender document.

9. Location of Supplies

At the addresses given below

Sr. No.	Location Name	Location Address	Quantity
Plywood, Block Board , Flush Door & Laminate etc.			
1	Branch – Main Branch, Akola	THE AKOLA JANATA COMMERCIAL CO-OP. BANK LTD; AKOLA Old Cotton Market, Akola	As per list Annexure 'C'

NIL

10. Costs

The offer must be in fixed price basis in Indian Rupees only and shall be inclusive of all taxes but “excluding GST” and shall include the following:

1. Basic Cost of the Material
2. Excluding amount of GST as applicable.
3. Transportation and Forwarding charges to the site.
4. Insurance to cover Material up to delivery of Material to The Akola Janata Commercial Co-op. Bank Ltd at site.
5. All costs should be given in Figures and Words.
6. The offer shall be inclusive of Excise Duty. The following taxes should be clearly mentioned in Commercial Bid. **GST (Extra as applicable)**

11. Fixed Price

The Commercial Offer shall be on a fixed price basis, inclusive of all taxes, levies but excluding GST. No price increase due to increase in customs duty, excise tax, dollar price variation etc. will be permitted.

1. Negotiation

It is absolutely essential for the bidders to quote the lowest price at the time of making the offer in their own interest. Bank, however, reserve the right to enter into any price negotiations.

Terms and Conditions of the Tender

1. Technical Inspection and Performance Evaluation

The Akola Janata Commercial Co-operative Bank Limited, Akola reserves its right to carry out a technical inspection and performance evaluation (bench-marking) of all the items being delivered.

2. Payment Terms

The Akola Janata Commercial Co-op. Bank Ltd will make payment as follows:

- 100% payment for supplies executed will be made post delivery and successful supply and inspection of Material.

3. Order Cancellation

The Akola Janata Commercial Co-op. Bank Ltd reserves its right to cancel the order in the event of one or more of the following situations:

Delay in supply of Material beyond 7 days from the date of issuance of respective supply schedule.

Bank reserves the right to take appropriate action and make good any or all losses incurred during the process from the bidder.

4. Location

This tender is being floated by The Akola Janata Commercial Co-op. Bank Ltd. The Material items being procured through this tender shall be delivered by the bidder after getting the order, at the mentioned site of The Akola Janata Commercial Co-op. Bank Ltd. Bank reserves right to make changes in the locations, if necessary.

5. Billing

1. The billing should be done locally for respective locations inclusive of all taxes giving break up thereof. GST as applicable, will be paid extra as per the existing rates.
2. You will have to submit bill in duplicate along with details and submit company warranty certificate for order material items. Period of honoring the payment of bills is 7 days, subject to inspection of material delivered as per order.

6. Right to Alter Quantities

The Akola Janata Commercial Co-op. Bank Ltd. reserves the right to alter the quantities specified in the tenders. The Akola Janata Commercial Co-op. Bank Ltd. also reserves the right to delete one or more items from the list of items specified in tender.

7. Deliveries Details –

1. The Material items being procured through this tender shall be delivered in three stages by the bidder after getting the I, II, III stages separately time to time at the mentioned site of The Akola Janata Commercial Co-op. Bank Ltd. Akola. Bank reserves right to make changes in the total quantities and may be divided total Quantity in three stages for delivery of material and bank may be cancelled II & III stage balance tender quantities order.

8. Force Majeure Clause:

The bidder shall not be liable for liquidated damages or termination for default, if and to the extent that its delay in performance or other failure to perform its obligations under the contract is the result of an event of force Majeure. For purposes of this Clause, "Force Majeure" means an event beyond the control of the Bidder and not involving the bidder's fault or negligence and not foreseeable. Such events may include, but are not limited to, Acts of God or of public enemy, acts of Government of India in their sovereign capacity, acts of war, acts of The Akola Janata Commercial Co-operative Bank Limited, Akola in fires, floods and freight embargoes. If a Force Majeure situation arises, the Bidder shall promptly notify The Akola Janata Commercial Co-operative Bank Limited, Akola in writing of such conditions and the cause thereof within twenty calendar days. Unless otherwise directed by The Akola Janata Commercial Co-operative Bank Limited, Akola in writing, the Bidder shall continue to perform its obligations under the Contract as far as it is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. In such a case, the time for performance shall be extended by a period(s) not less than the duration of such delay. If the duration of delay continues beyond a period of three months, The Akola Janata Commercial Co-operative Bank Limited, Akola and the bidder shall hold consultations with each other in an endeavor to find a solution to the problem.

9. Governing Law & Jurisdiction

All disputes under the Jurisdiction will be of the Courts in AKOLA, Maharashtra only.

**ANNEXURE A –
Tender Offer Cover Letter**

Date:

Tender Reference No.:

To:

Chief Executive Officer,
The Akola Janata Commercial Co-op. Bank Ltd.
" Janvaibhav ", Old Cotton Market,
Akola - 444 001

Dear Sir,

Having examined the tender documents including all annexure the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply Plywood, Block Board, Flush Door & Laminate etc To Repair And Renovation Works Of Main Branch, Akola in conformity with the said tender document in accordance with the Schedule of Prices attached in the commercial offer and made part of this tender.

If our tender offer is accepted, we undertake to execute the order within 7 days from the date of purchase order.

We agree to abide by this tender offer and all the terms & conditions till 6 months from the closing date of tender and our offer shall remain binding upon us and may be accepted by the Bank any time before the expiration of that period.

The Material items being procured through this tender shall be delivered in three stages by the bidder after getting the I, II, III stages order separately time to time at the mentioned site of The Akola Janata Commercial Co-op. Bank Ltd. Akola. Bank reserves right to make changes in the total quantities increased or decreased , may be divided total Quantity in I, II, III stages for delivery of material and bank may be cancelled II & III stages order for balance tender quantity .

This tender offer, together with the Bank's written acceptance thereof and the Bank's notification of award, shall constitute a binding contract between us.

We hereby, once again, confirm our acceptance to all the terms and conditions of your tender.

We understand that the Bank is not bound to accept the lowest or any offer the Bank may receive.

Dated this ____ day of _____ 2019

Signature: _____

Designation : _____

Authorized to sign the tender

ANNEXURE B – Bidder’s Details

Sr. No	Item	Details
1	Name of Company / Firm	
2	Correspondence Address	
3	Telephone and Mobile No numbers	
4	Constitution of the Company	
5	Name and Designation of the person authorized to make commitments to the “ The Akola Janata Commercial Co-operative Bank Ltd; Akola ”	
6	Email Address	
7	Year of commencement of Business	
8	Turn over of the company (not of group) for the year 2017-2018	
9	Profit of the company (not of group) for the year 2017-2018	
10	PAN Number	
11	GST Identification Number	
12	Black listed by any Statutory Body	
13	Authorised Dealership Certificate	

**ANNEXURE C : - Technical & Commercial Offer with Specifications
For Main Branch**

	Sr. No	Item Description	Sq.ft. Per Sheet	Appr. Qty. (sheet)	Unit Price (32 Sq.ft) Century Club Prime BWp	Total Quantity Century Club Prime BWp Cost 4 x 5
	1	2	3	4	5	6
1		Plywood Make				
	I	<i>Plywood 18MM 8 x 4</i>	32	80		
	II	<i>Plywood 12MM 8 x 4</i>	32	35		
	III	<i>Plywood 06MM 8 x 4</i>	32	20		
2		Block board Make				
	IV	<i>Block Board 25MM</i>	32	12		
3		Flush door Make				
	V	<i>Flush Door 35MM</i>	21	03		
4		Laminate Make Century				
	VI	<i>Laminate 1MM SF</i>	32	70		
	VII	<i>Only premium rate Diff. betⁿ SF & Texture triangle 1 to 6 per stage</i>				
5		Laminate Make Century				
	VIII	<i>Laminate 0.8MM SF white / off white</i>	32	45		
	IX	<i>Laminate 0.8MM color Remark – Only premium rate Diff. betⁿ White and colour</i>				
	X	<i>Fevical Marine (Packing Details > 1kg 5no, 2kg 5no ,5kg1no Remaining 30kg packing4No</i>	Total Kg	140		

Note - GST Extra

Note - 1. Please enclose product Brochure of company printed, Technical Specification Sheets with Annexure C

Signature of Bidder: _____

Place:

Name:

Date:

Business Address:

Note: Bidders should strictly quote in the format and for periods as mentioned above. No counter condition/assumption in response to commercial bid will be accepted. Bank has a right to reject such bid.

***** End of RFP *****