

**Ref. No.:-KCB/RFQ/ 03**

**Date:- 09/11/2022**

**To**

**Sub: Supply, Installation and Commissioning of Cheque Scanners**

Sir,

It has been decided by the Bank to purchase Cheque scanners for our Bank as per details given below.

You are advised to send your most competitive rates inclusive of all taxes wherever applicable in the given below format (Annexure – I) duly filled, signed and stamped by the authorized person of your organization latest by 03-12-2022 **by 16:00 hrs.** to the undersigned with following address.

**Mr. Sahdev Sangwan**  
**The Kangra Co-operative Bank Limited.**  
**C-29, Community Centre,**  
**Pankha Road, Janakpuri,**  
**New Delhi – 110058.**  
**Ph. 011-23582056, 09013568416**

Please note that received bids will be opened on 03 December 2022 by 17:30 hrs. in the presence of bidder's representative who choose to attend at the above mentioned address.

Please note that your offer/quotation should be based on the following terms and conditions.

- ❖ No advance payment would be made.
- ❖ 90% of the total payment would be released after satisfactory installation and commissioning of Cheque scanners.
- ❖ Balance 10% payment would be released after expiry of warranty period of three years.
- ❖ All taxes should be included.

- ❖ Warranty period should be for three years from the date of installation and acceptance.
- ❖ Rates for AMC should not be more than 6% of basic unit price.
- ❖ Commitment for AMC should be for minimum period of 3 years from the date of expiry of warranty period of three years.
- ❖ Delivery should be made within 15 days from the date of issue of firm order by the Bank.
- ❖ Incomplete quotation will be summarily rejected.
- ❖ Quotation should be strictly as per the given format
- ❖ If vendor fails to deliver any or all goods or perform services within stipulated time schedule from the date of acceptance of Purchase Order, the Bank shall, without prejudice to its other remedies under the contract, deduct from the ordered price, as liquidated damages, a sum equivalent to 1% of the Purchase Order Value (net of taxes) for each week or part thereof of delay until actual delivery of goods subject to maximum of 10% of the Purchase Order Value except when the delay is caused due to reasons beyond the control of the vendor, which shall be subject to the satisfaction of the Bank for the explanations given by the vendor. The delay will be examined on case to case basis and Liquidated Damages will be levied after taking into account all relevant factors.
- ❖ Bank reserve the right of selection or rejection of any vender without assigning any reason(s) thereof. The Bank is not bound to accept the lowest or any other tender and reserves the right to accept a tender in whole or in part or to negotiate any offer or to reject any or all tenders in part or in full without assigning any reason.

Thanking you

Yours faithfully

Ramesh Kasana  
DGM

**ANNEXURE – 1**

COMMERCIAL OFFER							
S.No.	Items	Items	Estimat ed Qty	Basic Price Per unit	GST	Total Unit Price (Rs)	Total Price
					Rs.	(Rs)	(Rs.)
						(4+5)	(3 x 6)
	1	2	3	4	5	6	7
1	Cheque Scanners						
		CANON CR-120 with UV	2				
2	AMC RATES						
	For one year ( to be valid for three years)						
		CANON CR-120 with UV	2				