



The Nabapalli Co-Operative Bank Limited

Address: Nabapally Circular Rd Nabapally, Barasat, Kolkata-700126, West Bengal
<https://nabapallicoopbank.com>

Notice of the Tendering Published in: <https://nabapallicoopbank.com>

Tender Ref. No.: TNCOBL/64/58

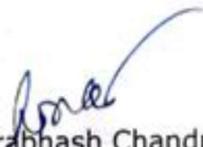
Dated: 15/06/2025

Tender notice for Supply, Installation, Testing, and Commissioning of Additional Disks of the Existing Servers & NAS Storage of the Bank

Tenders in prescribed forms are invited from agencies (Either OEM who is willing to undertake total scope of work or a reputed solution provider) having relevant experience in Supply, Installation, Maintenance Testing, and Commissioning of Server Hardware Operating System/Software etc.

For details, **The Nabapalli Co-Operative Bank's website:**
<https://nabapallicoopbank.com> may be seen. Tender documents, duly completed in all respects, should be submitted before the due date tender.




Mr. Prabhash Chandra Sarkar

Hony. Secretary,

The Nabapalli Co-Operative Bank Limited

Section-I

TENDER SCHEDULE

1.1 Schedule of Tender:

Tender Ref. No. *****

Date:

Date of availability of Tender document in the The Nabapalli Co-Operative Bank Limited Website	_____
	15/06/2025
Last Date of downloading/participating in the Tendering Solution for this Tender	30/06/2025
Date, Time & Place of submission of indicated desired Hard Copies in the Sealed Envelope	<p>The Tender Document with all the mandatory documents may be submitted through Hard Copy Documents are required to submit physically to The Nabapalli Co-Operative Bank Limited</p> <p>The tender must be addressed to: The Hony. Chairman, The Nabapalli Co-Operative Bank Limited , Nabapally Circular Rd Nabapally,Barasat, Kolkata-700126, West Bengal</p>
Date, Time & Place of Opening of Technical Bid	<p>The Technical Bid will open Physically as per the schedule given in the https://nabapallicoopbank.com in case the Scheduled date is declared Holiday The tender shall be opened on next working day.</p>
Tender Document Cost payable to THE NABAPALLI CO-OPERATIVE BANK LIMITED	To be downloaded from the website hence no cost applicable.

Cost of Bid Document	:	Nil (can be Download from website)
Validity of Bid	:	15 (Fifteen Days from the date of bid (opening))
Venue	:	The Nabapalli Co-Operative Bank Limited, Nabapally Circular Rd Nabapally, Barasat, Kolkata-700126, West Bengal

1.2 Important Dates:

Issue/Publishing Date	:	15/06/2025
Date & time of Pre-Bid Conference	:	21/06/2025, at 11:30 am.
Venue Pre-Bid Conference	:	BOD Room, Gnd Floor, Nabapally Branch, The Nabapalli Co-Operative Bank Ltd. Nabapally Circular Rd Nabapally,Barasat, Kolkata- 700126, West Bengal
Start date and time of submission of tender (Bid)	:	15/06/2025, at 10:00 hrs.
Last date & Time of Submission of Tender (Bid)	:	30/06/2025, at 17:00 hrs.
Date & time of Technical Bid opening of tender	:	15/06/2025, at 10:00 hrs.
Technical Project Demonstration (compulsory)	:	Yes (Bidder to be informed via official mail/ website)

TENDER NOTIFICATION

Tender Ref No: *****

Subject: Tender notice for Supply, Installation, Testing, and Commissioning of Additional Disks of the Existing Servers & NAS Storage of the Bank

Tenders in prescribed forms are invited from agencies (Either OEM who is willing to undertake total scope of work or A repudiated solution provider) having experience in Supply, Installation, Testing, and Commissioning of Server/Storage Hardware/Software/ Operating System etc.

The procurement shall be carried through submission of online tenders. The tender documents can be downloaded from the website of <https://nabapallicoopbank.com> Final bids are to be submitted on website_The Nabapalli Co-Operative Bank Limited

The tender will be liable to be rejected if all requisite information/documents are not furnished [Online as mentioned in the Clause no. (6) Under "**General instruction to tenderers**" the part of tender document and all columns are not properly filled up and duly signed by the tenderer].

THE NABAPALLI CO-OPERATIVE BANK LIMITED, reserves the right to reject any or all the tenders fully or partly without assigning any reason thereof.

Mr. Pravash Chandra Sarkar
Hony. Secretary,
The Nabapalli Co-Operative Bank Limited

GENERAL INSTRUCTION TO TENDERERS

To
M/S
.....
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Dear Sir,

Tender Ref No:

Subject: Tender notice for Supply, Installation, Testing, and Commissioning of Additional Disks of the Existing Servers & NAS Storage of the Bank

Tenders in prescribed forms are invited from agencies (Either OEM who is willing to undertake total scope of work or an Repudiated solution provider) having experience in Tender notice for Supply, Installation, Tender notice for Supply, Installation, Testing, and Commissioning of Additional Disks of the Existing Servers & NAS Storage of the Bank (hereinafter referred to as 'Institute')."Conditions of Contract" etc. are enclosed.

6. Documents for Techno-Commercial Bid & Financial Bid should be Submitted Physically to the Bank in two separate envelops by the Bidders:

The Bid must be addressed to:

" The Hony. Chairman,
The Nabapalli Co-Operative Bank Limited,
Nabapally Circular Rd Nabapally, Barasat, Kolkata-700126, West Bengal"

Bids should be submitted as per the following instructions only:

Cover 1: "Technical Bid", Single pdf containing Scanned copies of documents as mentioned in
Cover 2: "Price Bid" format as uploaded in BOQ online.

SL. No	Document Description	Submission Mode
01	NIT (Download the NIT and upload the same with signature and stamp).	Physical
02	Letter of application as per Schedule "A" .	Physical
03	General information as per Schedule "B" .	Physical
04	The bidder should have a minimum of 3 years of presence in India. Proof of the document must be submitted along with the bid document.	Physical
05	The bidder Organization must have minimum 5 + Manpower in their own Payroll	Physical
06	The Tenderer should not have been blacklisted by any Government department / PSU / Bank in the last five years. A self-declaration to this effect is to be produced	Physical
07	A separate forwarding letter of acceptance of The Nabapalli Cop-Operative Bank Terms & Conditions.	Physical
08	Filled in " Schedule-C " regarding warranty clause.	Physical
09	The details of the time schedule for the completion of the job as per " Schedule-D ".	Physical
10	Tenderer must submit a detailed Bill of Material to be maintained under CMC, including reserve Materials for Backup Support in tabular format with product description, make & model, part code & quantity against the schedule mentioned in " Schedule-F/1 " and the tenderer must submit the details scope of work [Under clause 21] need to be executed of the project.	Physical
11	Duly signed copy (as a token of acceptance) of the minutes of the Pre-bid meeting, if made available in the web site, will have to be submitted.	Physical
12	Copy of relevant Trade License Number	Physical
13	The Bidder Should be Govt./Public Limited/Pvt. Ltd./LLC/Partnership/Proprietorship Entity.	Physical
14	Valid GST registration certificate	Physical
15	Tenderer should have a Support office/ Support Centre/Service partner in each state of consignee. Details of proof of fully equipped maintenance set-up/service center of its own in each state of consignee are to be submitted. Documentary proof of the same is required to be submitted.	Physical
16	The tenderer should submit complete technical compliance with respect to the technical specifications as per " schedule-F1 ". The technical compliance as per " schedules -F1 " should be accompanied with product datasheet / product brochure. All such product datasheets / product brochures should be publicly available from the OEM's website for verification. Non-Submission and noncompliance of the " Schedule-F1 " with valid product datasheet of each product the bidder must be technically disqualified.	Physical
17	The bidder should have an average annual turnover of Rs. 10 Lakhs during last 3 Financial Years	Physical
18	The bidder must submit the Income Tax e-Return (Last Two Financial Years)	Physical
19	Project feasibility compliance report must be submitted by the firm after doing the site survey and getting proper knowledge of all the physical and infrastructural resources available in the project site. The firm should submit the report as " Annexure-A " along with the bid.	Physical

Tenderers may please note that non-submission of any of the aforesaid documents/ non-fulfillment of any of the aforesaid criteria might lead to techno-commercial disqualification of their offers.

7. Manner of submission of tender

The procurement shall be carried through submission of Physical tenders only. Tenderers willing to take part in the tender Physical tendering process should have a valid He/She can search & download the Tender document from website i.e. <https://nabapallicoopbank.com> Final bids are to be submitted Physically to the Bank Address:

“The Hony. Chairman,
The Nabapalli Co-Operative Bank Limited,
Nabapally Circular Rd Nabapally, Barasat, Kolkata-700126, West Bengal”

Note: The said tender system does not allow submission of documents after the due date of tender.

PRICE BID:-

Price Bid i.e BOQ given with the tender to be uploaded after filling all relevant information like Basic Prices, Taxes. The priced BOQ should be uploaded strictly as per the format available with the tender failing which the offer is liable for rejection (renaming or changing format of BOQ sheet shall not be accepted by the system). **Vendor must quote price in BOQ only, offers indicating rates anywhere else (scanned documents) shall be liable for rejection.**

8. Evaluation criteria of the technical bid and financial bid

- b.** The tenderer should submit complete technical compliance with respect to the technical specifications as per "**schedule-F1**". The technical compliance as per "**schedules-F1**" should be accompanied with product datasheet / product brochure. All such product datasheets / product brochures should be publicly available from the OEM's website for verification.

Non-Submission and noncompliance of the "**Schedule-F1**" with valid product datasheet of each product within the due date of the bid, the bidder must be technically disqualified.

- c.** Tenderer must submit a detailed Bill of Material (without price) in tabular format with product description, make & model, part code & quantity against the schedule mentioned in "**Schedule-F/1**". Non-Submission of the "**Schedule-F/1**", with valid product datasheet of each product within the due date of the bid, the bidder must be technically disqualified.
- d.** Tenderer must submit the Project feasibility compliance report [Under clause (6) of the tender "Documents for Techno-Commercial Bid" as "**Annexure-A**". Non-submission of valid "**Annexure-A**" within the due date of the bid, the bidder must be technically disqualified.

Non submission of any of the above three documents [Under clause 8 (i) -(a), (b),(c),(d)] the bidder should be technically disqualified and Non Compliance of technical specification [Under Schedule-F1] and Bill of Quantities[Under Schedule-F1] and details scope of work [Under clause 21] the bidder must be technically disqualified for this said tender.

(ii) Evaluation criteria of financial Bid:

Financial Bids shall be opened for those bidders who qualify at Technical stage.

a. The Tender will be evaluated on the basis of the total cost of the contract (i.e Supply, Installation, Testing, and Commissioning & Maintenance(CMC) of Data Disk storage Implementation work at THE NABAPALLI CO-OPERATIVE BANK LIMITED, and including the cost 3 Years warranty). The chosen currency of evaluation will be Indian Rupee (INR). The Price quoted in other currencies is liable to get rejected.

b. The lowest tenderer will be the firm for which the total financial implication of THE NABAPALLI CO-OPERATIVE BANK LIMITED, as per the aforesaid criteria would be the lowest.

The successful Tenderer will be notified through letter of intimation from the Institute, asking the successful tenderer to deposit the security deposit amount which would be followed by issuance of "**Work Order**" that their offer has been accepted and the basis on which the same has been accepted. The "**Work Order**" will constitute the formation of a contract until the contract has been affected pursuant to **Clause 11** of "**General Instructions to Tenderers**".

9. Rates to be fully inclusive of all expenditure

The successful contractor must have cleared all duties/taxes and otherwise complied with all rules and regulations of the Central and the State Governments, Statutory bodies, local authorities etc. THE NABAPALLI CO-OPERATIVE BANK LIMITED, shall not be liable to pay any money to the contractor at all in the way of operation of this contract except for the total amount quoted and all other charges/costs should be borne by the contractor. However, in case of variation in taxes like GST of Goods & GST of service etc. in between the date of submission of tender and the original date of completion of the period of contract or extended period thereof not attributable to the contractor, the same would be considered at actual.

10. Terms of payments

The payment will be released after complete delivery & Installation of of the materials and after successful installation & commissioning of the project in THE NABAPALLI CO-OPERATIVE BANK LIMITED, on submission of invoice /bill along with the certificate of completion (Ref. clause 33) where, -

a. Payment of Active Components:

(i) Payment of the Active Components will be paid as per required quantity mentioned in bill of materials (BOM) [Under Schedule-F/1] of the tender document on quoted price including 3 years warranty submitted by L1 bidder in their BOQ.

b. Payment of Passive Components and Services:

Quantity of Passive Components & cabling accessories mentioned above is indicative only. The quantity may vary as per actual requirement. The unit rate as mentioned in bidder's price-bid shall be applicable in case of variation in quantity.

Payment to be made after deducting various Statutory dues or obligations.

11. Contract Agreement

The successful tenderer shall be required to execute within 07 days from the date of acceptance of the tender at his (their) own cost and expenses 'Contract Agreement' on a non-judicial stamp paper value not less than Rs.50/- (Rupees fifty only) signed jointly by the representatives of THE NABAPALLI CO-OPERATIVE BANK LIMITED, and successful tenderer under official seals as per format at "**Schedule-E**" enclosed with this tender document.

12. Not bound to accept lowest tender

THE NABAPALLI CO-OPERATIVE BANK LIMITED, is not bound to accept the lowest tender(s) in part or in full.

13. Dispute

In the event of any dispute, question or difference arising during the contractual period or during any other time, as to any matter connected with or arising out of the contract, the decision of the The Hony. Chairman, THE NABAPALLI CO-OPERATIVE BANK LIMITED shall be final and binding upon all parties.

14. Termination of Contract

The contract may be terminated any time within the currency period of the contract by THE NABAPALLI CO-OPERATIVE BANK LIMITED, at its sole discretion

for any of the following factors after giving 7 days' Notice and for such cancellation, THE NABAPALLI CO-OPERATIVE BANK LIMITED, will under no circumstances be subject to any liability:-

- a. If the contractor fails to carry out the work as per desired specification and /or fails to commission the system within the stipulated period without any valid reason acceptable to the Hon. Chairman, THE NABAPALLI CO-OPERATIVE BANK LIMITED.
- b. Breach of any terms and conditions of contract.
- c. Any unlawful act of the contractor(s) on any third party on behalf of the contractor entailing any damage/loss to the property/material of THE NABAPALLI CO-OPERATIVE BANK LIMITED or any inconvenience to THE NABAPALLI CO-OPERATIVE BANK LIMITED.
- d. In case THE NABAPALLI CO-OPERATIVE BANK LIMITED, has to deduct damages from the contractor due to non-fulfillment of the required warranty/CMC requirements, during the warranty period of 03 years.

15. Pre-Bid Meeting

The prospective bidders shall be permitted to attend the Pre-bid meeting in order to make themselves fully aware of the work conditions. The issues/questions to be raised must be in writing and email both to reach THE NABAPALLI CO-OPERATIVE BANK LIMITED, not later than three working days before the pre-bid meeting. A prospective bidder requiring any clarification of the bidding documents shall contact the purchaser in writing at the purchaser's e-mail address i.e., info@nabapallicoopbank.com Or contact at Phone (033)2542 3376|5863 The purchaser will only respond in writing (e-mail: info@nabapallicoopbank.com) to queries that are valid or have some merits.

In the event of non-attendance of the Pre-bid meeting by the Tenderers, it would, however, be presumed that the tenderer has fully considered all factors, risks & contingencies which will have direct & indirect impact on his expenses & profit from the work and no correspondence from the tenderer/contractor in this regard would be entertained. The 'Record Note of discussion' of the Pre-bid meeting, if generated, would be made available on the website of THE NABAPALLI CO-OPERATIVE BANK LIMITED.

16. Escalation

During the entire period of contract (warranty period) the contractor/L1 bidder shall not be entitled to receive any escalation for any increase in the price of labour, materials, spares or any other items.

17. Damage payable by contractor

During the warranty period the following factors are to be ensured by the contractor:-

- (i) The contractor/L1 bidder will remain responsible for proper spare support during the 3 years warranty period.
- (ii) The contractor/L1 bidder must attend the site within 48 hours from the time of receipt of complaint.

In the event of the failure of the contractor in fulfilling its obligation as mentioned herein above an equivalent to 0.5% of the Performance Security Deposit value would be deducted for delay of every week.

18. Deviation

It is impressed upon the tenderer that the instant tender should be based on the conditions and specifications stipulated in the tender documents and that the tenderer shall not stipulate his own terms and conditions in deviation thereof, as apart from the likelihood of vitiating the tender. Such deviations will lead to non-uniformity of tender and make evaluation of tenders difficult and accordingly, will render such tender liable to rejection/cancellation. However, if the tenderer feels that deviation is unavoidable, he should enumerate the same clause-wise along with justification separately and submit the same within the stipulated time to the The Hony. Chairman, THE NABAPALLI CO-OPERATIVE BANK LIMITED, . The issues raised would be discussed in the Pre-bid meeting. The decision of the Tender Committee on the proposed deviation will, however, be binding on the tenderers and THE NABAPALLI CO-OPERATIVE BANK LIMITED,

19. Warranty period

The comprehensive warranty period for all hardware delivered & installed shall be for three (3) years from the date of complete delivery, installation & testing and commissioning of the equipment by the contractor. Warranty shall include free replacement of all spares/components. The tenderer should furnish warranty as given in "**Schedule-C**" along with Techno-Commercial offer.

20. Adherence to Rules & Regulations

The contractor shall strictly adhere to all rules & regulations as laid down by the Govt. of India, State Government, Local Authority and THE NABAPALLI CO-OPERATIVE BANK LIMITED, in this connection.

Conditions of Contract

21. Scope of Work for Work at THE NABAPALLI CO-OPERATIVE BANK LIMITED:

The scope of work for the Tender notice for Supply, Installation, Testing, and Commissioning of Additional Disks of the Existing Servers & NAS Storage of the Bank and integration of both passive and active components. The project aims to enhance the existing infrastructure by adding new LAN points and integrating them with the current system.

1. Supply, Installation, Testing, Commissioning & Maintenance

1.1. Passive and Active Components

Tender notice for Supply, Installation, Testing, and Commissioning of Additional Disks of the Existing Servers & NAS Storage of the Bank in designated areas as mentioned below:

The Scope of Job has been Defined below:

Annexure-I

SL. No.	Item Types	Material Descriptions	Qty	UOM
1	HDD	Dell PowerEdge R530 (Service Tag: 2DS6MP2) HDD - 300GB 10K RPM SAS 2.5" Hot-plug Hard Drive - Warranty 1 Year as per Manufacturer	4	Nos.
2	HDD	Dell PowerEdge R530 (Service Tag: FMQHHJ2) HDD - 300GB 10K RPM SAS 2.5" Hot-plug Hard Drive - Warranty 1 Year as per Manufacturer	4	Nos.
3	HDD	Dell PowerEdge R540 (Service Tag: C3XJ9X2) HDD - 600GB 10K RPM SAS 2.5" Hot-plug Hard Drive - Warranty 1 Year as per Manufacturer	2	Nos.
4	Service	Dell 3.5" Hybrid Carrier for 2.5" HDD - Warranty 1 Year as per Manufacturer	10	Nos.
5	Service	RAID Management, Hard disk installation, Storage Migration with no Data Loss	1	Nos.
6	Service	Server Racks Cable Management	2	Nos.

Scope of work of the contract includes:

General Terms & Conditions of Usability of Reserved Equipment/Spare Parts:

The Equipment/Spare Parts as mentioned in (**Annexure-I**) are to be reserved by contractor in THE NABAPALLI CO-OPERATIVE BANK LIMITED which may be used for the maintenance of the existing Infrastructure or the Installation of new Storage Infrastructure to be assigned by the Competent Authority of THE NABAPALLI CO-OPERATIVE BANK LIMITED.

Apart from the existing reserved spare parts, if any additional equipment, cables etc. are required for new storage infrastructure installation, will be chargeable to THE NABAPALLI CO-OPERATIVE BANK LIMITED. In that case, The Contractor will submit the separate Techno-Commercial Proposal to THE NABAPALLI CO-OPERATIVE BANK LIMITED. The Authority of THE NABAPALLI CO-OPERATIVE BANK LIMITED reserves complete rights to take decision for Providing the Order of any new Storage installation Job to contractor during the AMC Period.

THE NABAPALLI CO-OPERATIVE BANK LIMITED officials must notify Contractor in advance for installation of any Storage Enabled Device/Machine/Server/Medical Equipment etc. into LAN. The Warranty Service of any other Equipment's will not be considered by Contractor, which are not enlisted or provided by Contractor during the AMC Period.

The Technical Team of the Contractor will conduct a review meeting periodically with I.T. Section in presence of BOD/Competent Authority to report the Progress of the Work.

1. Preventive Maintenance

- **Quarterly Inspections:** Conduct scheduled inspections every three months to evaluate the health and performance of all covered devices, ensuring they are functioning properly.
- **Firmware & Software Updates:** Regularly update all Storage devices to the latest firmware version and install security patches to enhance performance and safeguard the storage.
- **Physical Checks:** Inspect devices physically to ensure there are no visible issues, such as damages, overheating, or improper installation.
- **Performance Optimization:** Proactively assess storage performance, identifying and addressing any bottlenecks or connectivity issues that could degrade service quality.

1.2. Specifications Compliance

- Adherence to the specifications, schedule of items, and drawings provided by the Institute.
- Incorporate any revisions or amendments to the specifications, drawings, or schedules during project execution.

1.3. Integration

- Seamless integration of the new LAN system with the existing campus storage infrastructure. 3. Provision of Materials, Labour, and Tools

3.1. Labour and Material :

- Supply all necessary materials, labour, and incidental resources for completing the work.

3.2. Tools and Equipment :

- Provision of construction equipment, tools, appliances, and scaffolding as required for the project.

4. Layout Planning and Execution

4.1. Detailed Layout Plan and Site Survey :

- Preparation of a detailed layout plan for approval by THE NABAPALLI CO-OPERATIVE BANK LIMITED, , prior to Participation of the bid and commencement of work.

4.2. Execution of Work :

- Execute all incidental items, whether specified or implied, to complete the project in compliance with the approved plan and specifications.

5. Additional Responsibilities

5.1. Revisions and Amendments :

- Address any amendments made by THE NABAPALLI CO-OPERATIVE BANK LIMITED, , to the scope of work during the project.

5.2. Completion Assurance :

- Ensure the project is completed in all respects, meeting all prescribed standards and requirements.

Notes

- **Flexibility in Execution:** THE NABAPALLI CO-OPERATIVE BANK LIMITED, reserves the right to modify specifications, drawings, and schedules during the project. The contractor must accommodate these changes without additional claims.
- **Standards Compliance:** All work must strictly comply with industry standards, safety norms, and institutional requirements.

This scope of work ensures comprehensive execution, monitoring, and integration of the Data Storage project, adhering to THE NABAPALLI CO-OPERATIVE BANK LIMITED, 's requirements.

22. Schedule OF Quantities

Schedule of Quantities/ Un-price Bill of Materials (BOM) for Supply, Installation, Testing, and Commissioning & Maintenance (CMC) of Disk Storage at THE NABAPALLI CO-OPERATIVE BANK LIMITED, West Bengal:

- A. Active & Passive Components (Schedule-F/1)

23. Specifications

Technical Specification for Supply, Installation, Testing, Commissioning of Data Disk Storage, Maintenance work at THE NABAPALLI CO-OPERATIVE BANK LIMITED, West Bengal:

- A. Active & Passive Components (Schedule- F/1)

24. Site Condition

Contractor should inspect the work site, where the works under this tender are to be carried out, and obtain all the information which may be required for the purpose of the successful execution of the contract.

Any leveling or filling, if required to commence work, will be done by the vendor at his own cost.

25. Contractor to Provide Everything Necessary

The contractor shall provide all materials, labors of every description, and all tools, tackles, plant and transport necessary for proper execution of the work to the satisfaction of the Institute.

The contractor is also to include in his tender, charges for final surfacing to all repairs done for their fixtures, installation etc. and removal of spoil arising out of the contract.

26. Materials

The contractor is to provide all materials and labour of every description including tools, tackle, plant transport etc. The Institute shall not be responsible for arranging any license or licensing certificate for the procurement of any material and the successful tenderer must accept full responsibility for the procurement and delivery of all materials, transport facilities in respect of these.

27. Labour Wages, Regulations, Etc

It is a condition of this contract that the contractor shall pay to the labour engaged by him in connection with the work directly or indirectly through the sub-contractors wages not less than the minimum wages fixed by the appropriate Govt. under the Minimum Wages Act, and shall duly and properly comply with or ensure compliance of all legislature, laws, rules or regulations relating to employment of labour.

The contractor shall be liable for any damage or loss caused to the Institute by violation of the provisions of this clause. A violation of this clause shall also be deemed to be a breach of contract. The contractor shall not employ a youth who has not completed his eighteenth year of age.

28. Dismissal of Workmen

The contractor shall, on the request of the Institute, remove from the works site any persons employed thereon by him, within 24 hours after the receipt of written order signed by the Institute, who may, in the opinion of the Institute, be incompetent or unsuitable, and such person shall not be again employed or allowed on the works site without the permission of the Institute. The Institute shall not enter into the correspondence stating the reasons for removal of the workman.

29. Access to Works

The Institute and any person authorized by them shall at all times have free access to the worksite and also to any places where materials are lying and from where they are being taken out and the contractor shall give every facility to them for inspections, examination and testing of the materials and workmanship. No person, not so authorized as aforesaid, except the representatives of Public Authorities, shall be allowed on the works site at any time.

30. Assignment, Sub-Letting and Partnership

The whole of the works included in the contract shall be executed by the contractor and the contractor shall not directly or indirectly transfer, assign, or sublet the contract or any part, share thereof or interest therein without the written consent of the Institute and no sub-letting shall relieve the contractor from the full and entire responsibility of the contract or from active superintendence of the works during their progress.

31. Measurement of Work

The Institute may from time to time intimate the contractor that they require the works to be measured and the contractor shall forthwith attend or send a qualified agent to assist the Institute or his representative in taking such measurement and calculations and to furnish all particulars or to give all assistance required by them.

Should the contractor not attend or neglect or omit to send Agent, then the measurements taken by the Institute or any person authorized by them shall be taken to be the correct measurements of the works.

32. Unfixed Materials When Taken Into Account to Be the Property of the Institute

Where the Institute has included the value of any unfixed materials intended for USE, such materials shall become the property of the Institute and they shall not be removed, except for BEING USED IN the works, without the written authority of the Institute. The contractor shall be liable for any loss or damage to such materials.

The contractor shall arrange to avail of proper gate passes of the Institute for entry and exit of their workmen, plants, tools, materials, etc.

Provided always that nothing in this Clause shall relieve the contractor from his liability to execute the works in all respects in accordance with the terms and upon and subject to the conditions of the contract or from his liability to make good all defects.

33. Certificate of Completion

Upon completion of the work, the contractor shall give notice of such completion to the Institute and within 7 days from the date of receipt of such notice, the Joint Technical Committee comprising THE NABAPALLI CO-OPERATIVE BANK LIMITED, officials-Chairperson & the representative(s) of the contractor shall inspect the work and if there is no defect in the work, shall furnish the contractor with a certificate of completion.

In case the Joint Technical Committee finds any fault/defect in materials and/or craftsmanship, it will intimate the Contractor in writing and it will be the responsibility of the Contractor to make good such fault/defect within 15 days from the date of receipt of such communication.

34. Working Hours

No work shall be carried out beyond the office hours of THE NABAPALLI CO-OPERATIVE BANK LIMITED, or Institute holidays except with the previous sanction in writing of the Institute. Granting of such dispensation will be entirely at the discretion of the Institute and cannot be claimed by the contractor as a matter of right, and refusal to grant such permission will not be accepted by the Institute as a ground or excuse for not completing the work within the contract period.

35. Completion Time

The entire supply, installation, commissioning & Maintenance (CMC) of the Hard-Disk Drive job will have to be executed preferably within 60 days including continuous trial run of at least 2 days followed by inspection & final approval of the Joint Technical Committee comprising THE NABAPALLI CO-OPERATIVE BANK LIMITED, officials- Chairperson/Secretary from the date of receipt of the firm work order. In case the Joint Technical Committee finds any fault/defect in the materials and/or craftsmanship and asks the Contractor to rectify the same. The time schedule for completion of the contract shall have to be given separately as indicated in the "schedule-D" and should be submitted along with the Techno-Commercial offer.

If in the opinion of the The Hony. Chairman of the Institute completion of the work shall be delayed for any just cause not attributable to the act, default or omission of the contractor, the The Hony. Chairman of the Institute may extend the time for the completion of the work to such date as he shall consider reasonable. Provided always that the contractor makes a written application to the The Hony. Chairman of the

Institute at or before the time when the cause of the delay is occurring or about to occur.

36. Force Majeure

Any failure of omission or commission to carry out the provision of this Agreement by the contractor shall not give rise to any claim by one party, one against the other, if such failure of omission or commission arises from an act of God; which shall include acts of natural calamities such as flood, earthquake, from civil strikes, riots, curfew, embargoes or from any political or other reason beyond the parties control including war(whether declared or not) civil war or stage of insurrection, provided that notice of the occurrence of any event by either party to the other shall be given within two weeks from the date of occurrence of such an event which could be attributed to Force majeure conditions.

37. Right of Decision by THE NABAPALLI CO-OPERATIVE BANK LIMITED,

The THE NABAPALLI CO-OPERATIVE BANK LIMITED, reverse the right to accept or reject any tender offer and annul the tendering process and reject all the tenders at any time prior to the award of contract, without assigning any reasons and without hereby incurring any liability towards the affected tender(s) or any obligation to inform the affected tenderer(s) on grounds for the action taken by the institute in this regard.

38. Restriction on Procurement Due to National Security

Any bidder from a country sharing a land border with India will be eligible to bid in this tender only if the bidder is registered with the Department for Promotion of Industry and Internal Trade (DPIIT). A copy of the valid Certificate to be attached with the Bid. Certificate as per the Annexure to be attached along with the Bid. Vide Ministry of Finance OM No. 6/18/2019-PPD dated 23rd July 2020. Reference is made to Government of India order F. No. 7/86/2020/BOA-I dated 07.08.2020 on restrictions on procurements from bidders from a country or countries, on grounds of defense in India, or matters directly or indirectly, related thereto, including national security.

- i. Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority.
- ii. "Bidder" (including the term 'tenderer', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.
- iii. "Bidder from a country which shares a land border with India" for the purpose of this Order means: -

- a. An entity incorporated, established or registered in such a country; or
- b. A subsidiary of an entity incorporated, established or registered in such a country; or
- c. An entity substantially controlled through entities incorporated, established or Registered in such a country; or
- d. An entity whose beneficial owner is situated in such a country; or
- e. An Indian (or other) agent of such an entity; or.
- f. A natural person who is a citizen of such a country; or
- g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above

iv. The beneficial owner for the purpose of (iii) above will be as under:
In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.

40. Penalty:

In the event of non-compliance with the terms and conditions of the tender, the successful bidder shall be liable to pay a penalty as per the following provisions:

- a. Late Delivery: If the successful bidder fails to deliver the goods within the specified timeframe, a penalty of 0.5 percentages per week of delay shall be imposed on the total security deposit.
- b. Non-Performance: If the successful bidder fails to perform the contracted services or supply goods as per the specified quality, specifications, or other agreed-upon terms, a penalty of 0.5 percentages shall be imposed on the total security deposit for each instance of non-compliance.
- c. Defective Goods: In the event of the supply of defective goods that do not meet the specified standards, a penalty of 0.5 percentages per defective unit or as otherwise determined by the procuring entity shall be levied on the total security deposit.
- d. Breach of Contract: Any breach of the contractual obligations not explicitly covered above shall be subject to penalties as deemed appropriate by the procuring entity, up to 0.5 percentage of the security deposit.

The total penalty amount shall be deducted from any payment due to the successful bidder or recovered from the bidder's security deposit. In case the penalty exceeds the security deposit, the successful bidder shall be liable to pay the remaining amount to the procuring entity within 45 days of notification.

41. Arbitration

If any difference arises concerning this agreement and its interpretation, the same shall be settled out by mutual consultation and negotiation. If attempts for conciliation do not yield any result within a period of 30 days, Sole arbitrator will be appointed by the Chairman, THE NABAPALLI CO-OPERATIVE

BANK LIMITED in accordance with the Arbitration & Conciliation Act 1996 or its subsequent amendment. In case of such arbitrator refusing, unwilling or becoming incapable to act or his mandate having been terminated under law, another arbitrator shall be appointed in the same manner from among the panel of three persons to be submitted by the claimant. The contract shall be governed by the provision of Arbitration and Conciliation Act, 1996 and its subsequent amendment and the rule framed there under and in force shall

42. Insolvency

In the event of the Manufacturer/Authorized Distributor being adjudged insolvent or having a receiver appointed for it by a court or any other under the Insolvency Act made against them or in the case of a company the passing any resolution or making of any order for winding up, whether voluntary or otherwise, or in the event of the firm failing to comply with any of the conditions herein specified, THE NABAPALLI CO-OPERATIVE BANK LIMITED, shall have the power to terminate the contract without any prior notice.

43. Waiver

At any time, any indulgence or concession granted by Institute shall not alter or invalidate the terms of the contract nor constitute the waiver of any of the provision here of after such time, indulgence or concession shall have been granted. Further the failure of Institute to enforce at any time any of the provisions of the contract or to exercise any option which is herein provided, shall in no way be construed to be waiver of such provisions nor in any way affect the validity of the contract or any part thereof or the right of Institute to enforce the same in part or in entirety of it. Waiver, if any, has to be in writing.

Schedule- A

Tender Ref No:

Date:

Tender notice for Supply, Installation, Testing, and Commissioning of Additional Disks of the Existing Servers & NAS Storage of the Bank

LETTER OF APPLICATION

Registered Business Name: _____
Registered Business Address: _____

Telephone: _____

FAX: _____

To:

The Hony. Chairman,
The Nabapalli Co-Operative Bank Limited,
Nabapally Circular Rd Nabapally, Barasat, Kolkata-700126, West Bengal

Sir,

We hereby request to be qualified with The Nabapalli Co-Operative Bank Limited as a Tender notice for Supply, Installation, Testing, and Commissioning of Additional Disks of the Existing Servers & NAS Storage of the Bank **tender ref No:**

We authorize The Nabapalli Co-Operative Bank Limited or its authorized representatives to conduct any investigations to verify the statements, documents and information submitted along with the tender and to verify the financial and technical aspects of this application. For this purpose, we hereby authorize (any public official, engineer, bank, depository, manufacturer, distributor. etc.) or any other person or firm to furnish pertinent information deemed necessary and requested by The Nabapalli Co-Operative Bank Limited to verify statements and information provided in this application or regarding our competence and standing.

1. The name and position of persons, who may be contacted for further information, if required, are as follows:

Name: _____

Designation: _____

Telephone: _____

E-mail id: _____

2. We declare that the statements made and the information provided in the duly completed tender documents and in the application herein are complete, true and correct in every detail. On verification at any time in the future if it is found that information furnished in the tender documents and in this application and statements made therein are not true, incomplete or incorrect, we hereby authorize The Nabapalli Co-Operative Bank Limited to reject our tender along with this application.

3. I/We understand that The Nabapalli Co-Operative Bank Limited reserves the right to reject any application for tender without assigning any reason thereof.

Yours faithfully,

Seal of firm making (Authorized representative of applicant/the application principal tenderer)

Date:

Encls:

Schedule- B

Tender Ref No:

Date:

Tender notice for Supply, Installation, Testing, and Commissioning of Additional Disks of the Existing Servers & NAS Storage of the Bank

GENERAL INFORMATION

Company Name: _____

Head Office Address: _____

FAX No. : _____ Telephone No. _____

Regional Office Address: _____

FAX No. : _____ Telephone No. _____

Local Office Address: _____

FAX No. : _____ Telephone No. _____

Country and Year Incorporated *

Main Lines of Business:

1. _____ since _____

2. _____ since _____

3. _____ since _____

Organization chart showing the structure of the company including names and position of Directors, General Managers and other key Personnel and total number of qualified key technical personnel in Company's current employment for execution of this project is enclosed.

Schedule- C

Tender Ref No:

Date:

Tender notice for Supply, Installation, Testing, and Commissioning of Additional Disks of the Existing Servers & NAS Storage of the Bank With Comprehensive Warranty

I/We certify that the warranty shall be given for a period of three years starting from the date of satisfactory installation, commissioning and handing over of the equipment and the work conducted under the contract. During the warranty period, I/we shall provide the "after sale service" and the replacement of defective / or any part(s) of the equipment or rectification of defects of work of the equipment will be free of cost.

The replacement of the parts shall be arranged by us, at our own cost and responsibility. We undertake that the above warranty shall begin only from the date of handing over the entire installation for satisfactory and faultless functioning of the equipment for three years continuously at Institute premises. The benefit of change in dates of the warranty period shall be in the interest of THE NABAPALLI CO-OPERATIVE BANK LIMITED.

During the warranty period, we shall provide at least 3 preventive maintenance visits per year.

Uptime Guarantee: During the warranty period, we will be responsible to maintain the equipment including all the accessories in satisfactory faultless working conditions. All complaints will be attended by us within 4 hours from the receipt of the complaint and the system would be made operational within 24 hours.

We shall try to repair the equipment at Institute premises. However, in case it is not possible to repair the equipment at Institute premises, we will take out the equipment to our site on our own expenses with proper substitution arrangement of the equipment. We shall take the entire responsibility for the safe custody and transportation of the equipment taken out for repair still the equipment is rehabilitated to the Institute after repair. If any loss of equipment occurred during our custody, we will compensate the Institute for such losses.

Signature of Witness

Signature of Tenderer

NAME AND ADDRESS
.....
.....
.....
.....
.....

NAME AND ADDRESS
.....

Tel. / Fax No . _____

Date _____
Date _____

Tel. / Fax No

Schedule- D

Tender Ref No:

Date:

Supply, Installation, Testing, and Commissioning of Additional Disks of the Existing Servers & NAS Storage of THE NABAPALLI CO-OPERATIVE BANK LIMITED , West Bengal

Time Schedule

Period required for delivery of all items at site from the date of placing order _____ days.

Period required for installation, commissioning the system from the date of delivery at site _____ days.

Signature of Tenderer _____

Schedule- E

CONTRACT AGREEMENT

THIS AGREEMENT is made this day of, 2025 between the THE NABAPALLI CO-OPERATIVE BANK LIMITED, , an academic Institution under Ministry of Health & Family Welfare, Govt. of India (hereinafter called the Institute) of one part and M/s. (herein called the ‘the Contractor’ which expression shall unless excluded by or repugnant to the context, be deemed to include its heirs, executors, administrators, representatives and assignees or successors in office) of the other part.

WHEREAS, the Institute is desirous that certain works should be undertaken towards tender for Tender notice for Supply, Supply, Installation, Testing, and Commissioning of Additional Disks of the Existing Servers & NAS Storage of the Bank in THE NABAPALLI CO-OPERATIVE BANK LIMITED, West Bengal West Bengal and THE NABAPALLI CO-OPERATIVE BANK LIMITED, has accepted the Tender for the same submitted by the Contractor for execution of such works.

AND WHEREAS, the Institute issued Work Order No. Dated To the Contractor against Tender for Tender notice for Supply, Installation, Testing, and Commissioning of Additional Disks of the Existing Servers & NAS Storage in the THE NABAPALLI CO-OPERATIVE BANK LIMITED, West Bengal.

AND WHEREAS, as per Clause “General Instructions to Tenderers”, the successful tenderer (i.e the contractor herein) is required to execute Contract Agreement to be signed jointly by the representative of the Institute and the Tenderer (i.e. the contractor herein)

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. That in the Agreement, words and expressions shall have the same meanings as are respectively assigned to them in “General Instructions to Tenderers” herein after referred to.
2. That the following documents shall be deemed to form and be read and construed as part of this agreement viz,
 - a) The said Tender document and the acceptance of the Tender
 - b) The General Instructions to Tenderer
 - c) Conditions of Contract
 - d) Special Conditions of Contract
 - e) Rate Schedule
 - f) All correspondences, by which the contract is added, amended, varied or modified in any way, by mutual consent.
3. That in consideration of the payment to be made by the Institute to the Contractor as herein after mentioned, the Contractor hereby covenants with the Institute to execute the work in conformity in all respects with the provisions of the contract and the documents described herein above at para 2.
4. That the Institute hereby covenants to pay the Contractor in consideration of such execution at the contract prices at the time and in the manner prescribed by the contract.

In witness whereof the parties hereto have caused their respective common seals to be hereunto affixed (or hereunto set their respective hands and seals) the day and year first above mentioned.

The Common Seal of the THE NABAPALLI CO-OPERATIVE BANK LIMITED, ,
was hereunto affixed
in the presence of.

Name.....
Address.....
.....

Representative of the Institute
.....

Signed, Sealed and delivered
at in the presence of

Name.....
Address.....
.....
Date

Contractor

Schedule-F/1

(C) Schedule of Quantities for Passive Components:

SL. No.	Item Types	Material Descriptions	Qty	UOM
1	HDD	Dell PowerEdge R530 (Service Tag: 2DS6MP2) HDD - 300GB 10K RPM SAS 2.5" Hot-plug Hard Drive - Warranty 1 Year as per Manufacturer	4	Nos.
2	HDD	Dell PowerEdge R530 (Service Tag: FMQHHJ2) HDD - 300GB 10K RPM SAS 2.5" Hot-plug Hard Drive - Warranty 1 Year as per Manufacturer	4	Nos.
3	HDD	Dell PowerEdge R540 (Service Tag: C3XJ9X2) HDD - 600GB 10K RPM SAS 2.5" Hot-plug Hard Drive - Warranty 1 Year as per Manufacturer	2	Nos.
4	Service	Dell 3.5" Hybrid Carrier for 2.5" HDD - Warranty 1 Year as per Manufacturer	10	Nos.
5	Service	RAID Management, Hard disk installation, Storage Migration with no Data Loss	1	Lot.
6	Service	Server Racks Cable Management	2	Lot.

**comprehensive warranty. All the passive components must be covered under 3 years

**Quantity of Passive Components & cabling accessories mentioned above is indicative only. The quantity may vary as per actual requirement. The unit rate as mentioned in bidder's price-bid shall be applicable in case of variation in quantity.

"Annexure-A"

Project feasibility study and compliance report for the tender of Tender notice for Supply, Installation, Testing, and Commissioning of Additional Disks of the Existing Servers & NAS Storage of the Bank

To,
The Hony. Chairman,
The Nabapalli Co-Operative Bank Limited ,
Nabapally Circular Rd Nabapally, Barasat, Kolkata-700126, West Bengal

Sub: Project feasibility study and Compliance Report after visit the site at THE NABAPALLI CO-OPERATIVE BANK LIMITED, West Bengal for the Tender notice for Tender notice for Supply, Installation, Testing, and Commissioning of Additional Disks of the Existing Servers & NAS Storage of the Bank

Dear Sir,

This is to inform you that we have visited the project site on dated and we confirm that all the physical and infrastructural resources which are available in the project site are compiled for this project.

We confirm that all the tools and technical resources which are required to complete the projects should be provided by the firm itself with its own expenses.

Name of the firm:

The Hony. Chairman,
THE NABAPALLI CO-OPERATIVE BANK LIMITED

Name of the Representative:

Mob No:

Signature and stamp:

Email-Id:

Date:

Signature and stamp:

Date:

"Annexure-B"

(Financial Bid)

TENDER NO:

Date

Note:

The price in the Financial Bid to be quoted per unit

The price to be quoted is inclusive of packing & forwarding, transit insurance, loading & unloading, labour

charges and all other incidental charges up to delivery at Central Store, THE NABAPALLI CO-OPERATIVE BANK LIMITED.

GST if applicable will be charged extra showing rate percentage separately against each item.

MRP (Maximum Retail Price) of all Active and Passive components and software as per the manufacturer (OEM).

Certificate:

1. I/We have gone through the Terms & Conditions as stipulated in the Tender enquiry document and confirm to accept and abide by the same.
2. No other charges would be payable by the Institute
3. That I/We shall supply the items of requisite quality and quantity as per PO placed.
4. That I/We undertake that the information given in this tender are true and correct in all respects

Self-certification format for Compliance to GFR 144 (xi)

(On Firms' LetterHead)

To, _____ Date: _____

To
The Hony. Chairman,
The Nabapalli Co-Operative Bank Limited ,
Nabapally Circular Rd Nabapally, Barasat, Kolkata-700126, West Bengal
Ref. Your Tender document No. _____ Dated _____

We, the undersigned, have read the clause [(Public Procurement No.1) No. 6/18/2019-PPD dated 23rd July 2020 issued by the Public Procurement Division, Dept of Expenditure, Min Of Finance under Rule 144(xi) of GFR 2017] regarding restrictions on procurement from a bidder of a country which shares a land border with India and we certify that this bidder is not from such a country/ from such a country and has been registered with the Competent Authority and a copy of the valid registration by the Competent Authority is attached as evidence of the same (Strike out what is not applicable). In case there are Turnkey works to be carried out this bidder will not sub-contract any work to a contractor from such countries unless such contractor is registered with the Competent Authority. We hereby certify that this bidder fulfills all requirements in this regard and is eligible to be considered.

(Signature with date)

(Name and designation)

Duly authorized to sign tender for and on behalf of

Tendering Instructions to Bidder(s)

General. The Special Instructions (for Tendering) supplement 'Instruction to Bidders', as given in this Tender Document. Submission of Physical Bids is mandatory for this Tendering Process is a new methodology for conducting Public Procurement in a transparent and secured manner. Suppliers / Vendors will be the biggest beneficiaries of this new system of procurement. For conducting electronic tendering, THE NABAPALLI CO-OPERATIVE BANK LIMITED has decided to use the portal <https://nabapallicoopbank.com> through an Application Service Provider.