



Tender Notice. No. WBGB/HO/GSAD / 7843/2025-26

Date: 24.02.2026

OPEN TENDER INVITING QUOTATION FOR SUPPLY, INSTALLATION, TESTING & COMMISSIONING (SITC) OF INTEGRATED BURGLAR ALARM & FIRE/SMOKE/HEAT DETECTION SYSTEM (INTEGRATED IN SINGLE CONTROL PANEL)

Sealed Tenders are invited under **Two Bid System (Technical Bid & Financial Bid)** from eligible and qualified Original Equipment Manufacturers (OEMs) or their Authorized Dealers/Distributors by the General Manager (GSAD), West Bengal Gramin Bank, Head Office for:

Supply, Installation, Testing & Commissioning (SITC) of Integrated Burglar Alarm & Fire/Smoke/Heat Detection System (Integrated in Single Control Panel)

for all branches & offices under Coochbehar, Jalpaiguri and Siliguri Region of WEST BENGAL GRAMIN BANK. Tentative Quantity will be **143 Branches ±10% variations**.

Intended bidders may apply in prescribed quotation forms available with the General Manager, GSAD Department, West Bengal Gramin Bank, 3rd Floor, BMC House, NH-34, Chuanpur, PO- Chaltia, Berhampur, Dist.- Murshidabad, West Bengal 742407. The quotation forms for above mentioned contract can also be downloaded from the Bank's website: <https://wbgb.bank.in> under the link "<https://wbgb.bank.in/tenders.aspx>". The Tender to be submitted in **Two Sealed Envelopes** as under:

Envelope-I (Technical Bid): To contain Complete Tender document with all the relevant information **EXCEPT PRICE-BID** - duly signed on each page along-with EMD & Tender Processing Fee in the form of DD payable at West Bengal Gramin Bank, Berhampore, Murshidabad. The envelope should be super scribed with "**Technical Bid for Integrated Burglar Alarm & Fire Detection System**". Tenders without Demand Draft shall be summarily rejected. Envelope-I will be opened as per the scheduled date and time.

Envelope-II (Price Bid): Should contain Price Bid. Price Bid should be submitted as per given format only (Annexure-III) and should be duly signed by the authorized signatory. Separately sealed Price bids envelope should be super scribed with "**Price Bid for Integrated Burglar Alarm & Fire Detection System**". Overwriting/corrections are not acceptable in Price bid, however if it is unavoidable, Corrections should be clearly marked and should be verified by cross signing by the Authorized signatory.

The above two envelopes to be put in one large **Envelope-III (Main envelope)**, sealed and submitted. Main envelope should be super scribed with name, contact number, email and other contact details of the vendor/firm and should be super scribed with "**Tender for Integrated Burglar Alarm & Fire Detection System – WBGB**".

The quotation needs to be addressed to the General Manager, GSAD Department, West Bengal Gramin Bank, 3rd Floor, BMC House, NH-34, Chuanpur, PO- Chaltia, Berhampur, Dist- Murshidabad, West Bengal 742407.





TENDER SCHEDULE / TIMELINE

Sl. No.	Particulars	Date & Time
1	Date of Issue of Tender	24.02.2026
2	Commencement of Tender Submission	24.02.2026
3	Last Date for Submission of Queries (if any)	04.03.2026 up to 5:00 PM
4	Pre-Bid Clarification (if required)	Will be intimated through Bank's website
5	Last Date & Time for Submission of Bids (Technical & Financial)	09.03.2026 up to 2:00 PM
6	Opening of Technical Bid	09.03.2026 at 3:00 PM
7	Opening of Financial Bid	Will be intimated to technically qualified bidders separately
8	Validity of Bid	90 Days from date of Technical Bid opening

Important Notes:

1. The Tender submission period shall remain open for **14 (Fourteen) days** with effect from **24.02.2026**.
2. Bids received after the prescribed date and time shall be rejected summarily without opening.
3. In case the last date of submission or opening falls on a non-working day, the same shall stand extended to the next working day at the same time.
4. Corrigendum/addendum, if any, shall be uploaded only on the Bank's official website: <https://wbgb.bank.in>. No separate intimation shall be issued.
5. The bidders or their duly authorized representatives may remain present during the opening of the Technical and Financial Bids.

IMPORTANT INFORMATION AT A GLANCE

Particulars	Details
Tender Type	Open Tender – Two Bid System
Tender Document Cost	₹1,500/- (Non-refundable)
Earnest Money Deposit (EMD)	₹85,800/-
Exemption	DIPP Recognized Startups & MSEs with valid UDYAM certificate exempted from EMD & Tender Fee
Bid Validity	90 days from Technical Bid opening
Delivery Period	30 days from date of Purchase Order
Warranty	Minimum 1 Year Onsite
Security Deposit	8% of Contract Value
SLA	To be executed with finally selected Vendor
Arbitration Venue	Kolkata
Jurisdiction	Learned Courts at Kolkata



16



SCOPE OF WORK

The successful bidder shall:

1. Supply new Integrated Burglar Alarm + Fire/Smoke/Heat Detection System.
2. Install at designated branch locations (Ground/1st/2nd floor as applicable).
3. Commission and test the system.
4. Provide complete accessories, cabling, sensors, hooters, backup, etc.
5. Ensure no damage to Bank's civil/electrical infrastructure.
6. Provide minimum 1-year comprehensive onsite warranty.
7. Train branch staff in operation of system.
8. Provide system documentation, warranty card, commissioning report.

No extra claim due to ignorance of site conditions shall be entertained.

For any queries regarding the quotation, the bidders may contact GSAD Department, West Bengal Gramin Bank, Present Address: 3rd Floor, BMC House, NH-34, Chuanpur, PO- Chaltia, Berhampur, Dist- Murshidabad, West Bengal 742101 **Contact nos:** CM-8334026699/SM-9477453632 **or mail to cmgsad@wbgb.bank.in / smgsad@wbgb.bank.in .**


Chief Manager
West Bengal Gramin Bank
Head Office



Date: 24.02.2026
Place: Berhampore



**WEST BENGAL GRAMIN BANK
GSAD DEPARTMENT
HEAD OFFICE**

QUOTATION FOR SUPPLY & INSTALLATION OF NEW BURGLAR ALARM SYSTEM

Details to be filled in by bidder

1. Name of the Bidder:
2. Address:
3. Telephone No.
4. Mobile No.
5. E-mail address:
6. Fax No.
7. PAN No.
8. TAN No.
9. Registration No.:
10. GST No.
11. Constitution of the Bidder (whether a company/ partnership firm/ proprietary concern, copy of document to be submitted):
12. Work Experience of the Bidder (documents supporting to similar kind of work for at least last 3 years to be submitted):
13. Name/s of the proprietor/ partners/ Director (Copy of document to be submitted):
14. Address of local Registered Branch/Office (under Bank's service area) with documentary proof, full details of technicians and/or Toll Free/Contact Number for service/maintenance call logging:
(Separate Sheet may also be attached)



15. Details of Earnest Money deposited:

Amount	DD / Banker's Cheque	Drawn on	Date

16. The bidder's Annual Turnover for last three Financial Years

Financial Years	Turnover (Rs. In Lakh)	Income Tax paid (Rs. In Lakh)*
2024-25		
2023-24		
2022-23		

*Income Tax returns for the last three years to be attached

*Audited P&L and Balance Sheet for the last 3 years certified by Chartered Account / Company Secretary to be attached

17. Details of the institution/s for which similar work have been done or are being carried out:
(Empanelment Letter & Satisfactory performance certificate to be submitted):

Sl. No	Name of the Institution	Address	Telephone Number, e-mail, Fax No.

18. The bidder should have never been blacklisted by any other public sector bank: Yes / No
(Signed Undertaking in this respect to be submitted in company's letterhead)

**19. Bankers Details:**

Name of the Bank	Branch Address	Nature / Type of the Account	IFSC	Account Number

I / we hereby declare that I / we have read and understood the general instructions and special conditions for the bidder and also the contents of the standard agreement and accept the same. I/We declare that the particulars/information given by us is true.

Signature	
(Authorised Person with Seal)	
Name	
Address	
Date	
Place	



Annexure-I

Undertaking

(To be submitted in Company's Letterhead)

The General Manager (GSAD)

Place:

Head Office

Dear Sir,

Quotation for Supply & Installation of New Burglar Alarm Systems

1. We have carefully examined the scope of work and services specified in the memorandum hereinafter set out, having acquired the requisite information relating thereto as affecting the Quotation. We hereby undertake to adhere to specifications and instructions in writing referred to in General Instructions to the Bidder and Special conditions (if any) and with such other materials as are provided for, and in all other respects, in accordance with such conditions so far as they may be applicable.

MEMORANDUM

a.	Description	Quotation For supply, installation, testing & commissioning (SITC) Of Integrated Burglar Alarm & Fire/Smoke/Heat Detection System (Integrated In Single Control Panel) for all branches & Offices under Coochbehar, Jalpaiguri and Siliguri Region of WEST BENGAL GRAMIN BANK
b.	Earnest Money Deposit (EMD)	Rs. 85,800/- (Eighty-Five Thousand Eight Hundred only). EMD not bear any interest.
c.	Tender Processing Fee	Rs. 1500/- (Rupees One Thousand Five Hundred only) non-refundable

2. We also agree that our Quotation will remain valid for acceptance by the bank for 90 days from the date of opening of the Quotations and this period of validity can be extended for such period as may be mutually agreed between the Bank and us in writing.
3. Should this Quotation be accepted, I/we hereby agree to abide by and fulfil all the terms and conditions of the Quotation and in default thereof, to forfeit and pay to you or your successor, or assignees or nominees such sums of money as are stipulated in the conditions contained in the Quotation together with the written acceptance of the Quotation.
4. I/we understand that you reserve the right to accept or reject any or all the Quotation either in full or in part at any stage without assigning any reason thereof.

For and on behalf of M/s _____

(Signature with seal)

Date:

Name _____ Designation _____
(Certified true copy of the Power of Attorney of the above signatory should be enclosed)



Annexure-II

DECLARATION

(To be submitted by the bidders in Company's Letterhead)

We, _____ (Name of OEM/ Authorized dealer) hereby submit and declare that the rates quoted by us for the items in the tender are in general similar or below to the rates at which we are supplying to the other Central or State Govt. departments/ Public Sector Units / Public Sector Banks / Central Public Sector Enterprises in the State during the year.

(Signature with seal)

Date:

Place:



TECHNICAL SPECIFICATIONS

(As per Latest RBI Guidelines, BIS & IS Standards applicable to Banks)

The System must comply with:

- IS 2189 (Latest Revision) – Fire Detection & Alarm System
- Relevant BIS Standards
- RBI Security Guidelines for Banks
- Local Fire Safety Norms
- Electrical Safety Standards

Control Panel (Integrated)

- Single Integrated Microprocessor-based Control Panel (Wall mounted)
- Day and Night Mode facility (Day & Night Mode Arming LED indication)
- Minimum 8/16 zone expandable
- Compatible for:
 - Burglar sensors
 - Smoke detectors
 - Heat detectors
- LCD Display
- Built-in battery charger & In-built transformer power supply
- Minimum 24-hour battery backup
- Event Log Storage
- Tamper detection (inbuilt tamper switch)
- Provision for auto dialer with at least 6–8 programmable telephone/mobile numbers
- Approved by BIS/CE/UL equivalent

Burglar Alarm Components

- Magnetic Door Contacts
- Motion Detector (PIR)
- Internal & External Hooters
- Manual Panic Switch
- Tamper Proof Cabling

Fire Detection Components

- Optical Smoke Detector (IS Compliant)
- Heat Detector (Fixed/Rate of Rise)
- Manual Call Point
- Sounder/Strobe Unit

General Requirements

- New equipment only
- All materials ISI marked where applicable
- FRLS Fire Resistant Cable
- Concealed/secured wiring
- Industrial-grade enclosure
- Earthing compliance
- System must be scalable
- Surge voltage protection circuit



TECHNICAL REQUIREMENT

Bank Standard Tentative Branch-wise Requirement Chart

(For Integrated Burglar Alarm & Fire/Smoke/Heat Detection System – Single Control Panel)

Note:

1. The below quantities are tentative and indicative for a standard branch layout.
2. Actual quantity may vary depending on branch size, floor (Ground/1st/2nd), vault location and risk assessment.
3. No price variation shall be allowed due to variation in quantity within $\pm 10\%$.
4. Vendor shall conduct site verification before execution.

A. CONTROL & POWER COMPONENTS (PER BRANCH)

Sl. No.	Item Description	Minimum Specification	Tentative Qty
1	Integrated Control Panel (Burglar + Fire) with Auto-dialer System (Day/Night Mode)	Microprocessor based, 8/16 Zone Expandable, IS 2189 compliant	1 No.
2	Sealed Maintenance Free Rechargeable Battery	Minimum 24 Hrs Backup	1 No.
3	Enclosure	Lockable & Tamper Proof	1 No.

B. BURGLAR ALARM COMPONENTS (PER BRANCH)

Sl. No.	Item Description	Installation Area	Tentative Qty
1	Magnetic Door Contact Sensor	Vault/ Strong Room Door	1 No.
2	PIR Motion Detector	Strong Room/Vault Area	1 No.
3	Hand Panic Switch with box	Cash Counter Area/all staff table	5 Nos.
4	Internal Hooter	Banking Hall	1 No.
5	External Hooter	Outside Premises	1 No.

C. FIRE / SMOKE / HEAT DETECTION COMPONENTS (PER BRANCH)

Sl. No.	Item Description	Installation Area	Tentative Qty
1	Optical Smoke Detector (IS 2189 compliant)	Banking Hall	2 Nos.
2	Optical Smoke Detector	Record Room	1 No.
3	Heat Detector	Banking Hall	1 No.
4	Manual Call Point (MCP)	Near Exit	1 No.
5	Sounder/Strobe Unit (Min 65 dB)	Banking Hall and Strong Room/Vault Area	2 Nos.

D. CABLING & ACCESSORIES (PER BRANCH)

Sl. No.	Item Description	Specification	Tentative Qty
1	Fire Resistant Cable	FRLS Copper Cable	As Required
2	PVC Conduit / Casing	Heavy Duty	As Required



Sl. No.	Item Description	Specification	Tentative Qty
3	Junction Boxes	IS Standard	As Required
4	Earthing Materials	IS Compliant	1 Set
5	Cable Fasteners & Clips	Industrial Grade	As Required

E. INSTALLATION & COMMISSIONING

Sl. No.	Description	Coverage
1	Installation Charges	Complete SITC
2	Testing & Commissioning	Functional & Performance Test
3	Staff Training	Minimum 1 Session per Branch
4	Documentation	As-built Diagram & Warranty Certificate

SPECIAL TECHNICAL CONDITIONS

1. All detectors must be ISI marked wherever applicable.
2. Fire alarm portion must strictly comply with IS 2189 (Latest Revision).
3. Wiring must be concealed/protected and aesthetically installed.
4. Tamper proofing of entire system mandatory.
5. The system must allow future scalability.
6. Integration of burglar and fire zones into single wallpanel mandatory.
7. No refurbished/old items allowed.



IMPORTANT DECLARATION

The above quantities are **indicative standard requirement per branch**.

Total tentative branches under this tender: **143 ±10%** (Branch list will be provided in due course)

Total estimated component supply shall be calculated accordingly.

The vendor should be original equipment manufacturer or authorized dealer/distributor of the company (OEM). Ink signed copy of authorization letter from the OEM must be submitted in original (applicable for authorized dealer/distributor only). The certificate so furnished should clearly mention the period for which such authorization is valid and firm name address and contact details from where after sale service shall be provided to the bank.

OEM/Vendors/Dealers should acquaint with the site conditions of Branches under the said 3 Regions of WBGB. FLOOR (May be Ground, 1st floor or 2nd floor) in which item to be installed along with necessary various aspects involved in the work may be inspected before submission of quotation.

The successful vendors have to supply and install the alarm systems at Branches/offices only. The tenderer shall visit the site and shall satisfy himself as to conditions under which the work is to be performed. He shall also check, ascertain the locations of any existing structures or equipment or any other situation which may affect the work, no extra claim as a consequence of ignorance or on ground of insufficient description will be allowed at a later date.

The Product along with its all accessories should be installed in position at required location of Bank premises without causing any damage to furniture, civil works and electrical installations of branch premises. If any damage is caused by agency while installation, it should be repaired by agency at their own cost failing which cost of damages will be recovered from the bills payable to agency.

Rates quoted should be invariably same for all the branches/offices and **no variation in price is allowed for different types and locations**.

The rates quoted by the vendor shall include all eventualities, such as heavy rain, sudden floods, accidents, fire, riots etc., which may cause damage to the item at any stage till supply & successful installation. Till supply and installation, WBGB will not be responsible for any damage.

Minimum **1-year onsite warranty of the alarm to be provided** from the date of successful commissioning.

Payment will be made after successful installation, testing, and certification by the Bank's authorized officials. Taxes and duties shall be paid as applicable.

Delay in completion of work beyond stipulated time may attract penalty as decided by the Bank.



General Instructions and Eligibility Criteria of bidders and Special Conditions

1. Tender Processing Fee of Rs. 1500/- and an Earnest Money Deposit (EMD) **of Rs. 85,800/-** (Rupees Eighty-Five Thousand Eight Hundred only). **has to be enclosed along with the tender.** The EMD shall be only in the form of Demand Draft drawn in favour of “West Bengal Gramin Bank”, payable at Berhampore, along with the tender, failing which the bid will summarily be rejected. No Cheque / Cash shall be accepted as EMD. EMD of unsuccessful bidder will be refunded within 30 days after the bid opening day without any interest thereof.

Firm registered under Start-ups recognized by Department of Industrial Policy & Promotion (DIPP) and MSE's having valid UDYAM registration Certificate are exempted from submitting Earnest Money Deposit (EMD).

2. **The selected vendor shall place a security deposit in the tune of 8% of the contracted amount in the form of Demand Draft/ Fixed Deposit with the Bank which shall be returned within 14 days after the completion of all contractual obligations including the warrantee period, claim period specified if any.** Earnest Money Deposited by the Successful bidder will be converted to Security Deposit and residual amount (if any) has to be deposited by the selected vendor.
3. No deviation of the terms and conditions is acceptable. Submission of bid by any bidder confirms his acceptance of terms and conditions for the Proposal. No deviation to the technical terms and conditions is allowed. The selection of supplier resulting from this Proposal shall be governed by the terms and conditions mentioned therein.
4. All copies of the Quotations should be completed in all respects with all attachments/ enclosures/ Annexure. If any of the documents is missing or unsigned, the Quotation may be considered invalid by the Bank at its discretion.
5. All erasures and alterations made while filling the tender must be attested with initials of the tenderer. Overwriting of figures is not permitted. Failure to comply with either of these conditions will render the tender invalid.
6. The bidder must be a registered firm/company under Indian laws.
7. The vendor should have registered office and service support infrastructure in Kolkata/ area of operation of West Bengal Gramin Bank.
8. The bidder should have valid GST registration, PAN, and other statutory licenses.
9. **The Tenderer must have experience of minimum 03 years of similar kind of works in Central /State Government / PSUs / Nationalized Bank / Regional Rural Banks and manufactured/supplied with at least 120 nos. of new Burglar & Fire alarm system of same or higher specifications as mentioned in the bid document in at least one of the last five years. Please enclose the photocopy of similar kind of order and work completion certificate received from any three Central /State Government offices / PSUs / Nationalized Bank / Regional Rural Banks during 2020-21, 2021-22, 2022-23, 2023-24 and 2024-25.**
10. At least 1 [one] numbers of offered version/ model of the bidder should be in successful operation for at least 1[one] year as on the date of bid opening
11. The Bank will execute a Service Level Agreement (SLA) with the selected L1 vendor, which will be remain valid till the warranty period or one year of the last successful installation, whichever is later, to be decided upon mutual agreement.
12. Bidders are bound to deliver the alarm systems within 30 days from the date of receiving purchase order. Delay may attract penalty. Persistent delay results in cancellation of SLA and Forfeiture of security deposit.



13. **Average annual turnover (last 3 years) of the intended bidder should not be less than 35 Lakh regarding the related service.** In support of the same, audited Profit & Loss Account and Balance Sheet of last 3 financial years along with certificate from Auditor regarding turnover of related service, if not otherwise specifically mentioned in audited statements.
14. The bid will be evaluated & scrutinized on the basis of the documents submitted by the bidder(s). In case any of the information furnished by the bidder is found to be false during scrutiny, the bid will be rejected.
15. During evaluation of the Proposal, the Bank may, at its discretion, ask bidders for clarifications on their proposal. The bidders are required to respond within the time frame prescribed by the Bank.
16. Bank at its discretion may call for physical demonstration of the product for which bid was placed to check whether the bids were placed as per the specifications, bank may disqualify/reject the vendor if product specifications do not match with required specification in tender.
17. The conditional bid/tender shall not be considered under any circumstances and shall be rejected without any notice.
18. The quoted rate should be inclusive of materials, labour, wages, lead, lift, fixtures, transportation, Loading and Unloading or any other suitable mode, installation, commissioning chare, accessories, arranging certificate, all taxes (excluding GST), wastages, Octroi, machinery, temporary works such as scaffolding, cleaning, overheads, profit, statutory expenses, incidental charges and all related expenses to complete the work., However, GST will be paid as per Govt. Norms.
19. The bidders or their authorized (duly authorized by a letter issued by the bidder) representatives are advised and allowed to be present at the time and place of opening of the bids.
20. West Bengal Gramin Bank, does not bind himself to accept the lowest or any bid/tender and reserves the right to accept or reject any or all the bid/tenders whether in whole or in part at any stage without assigning any reason for doing so. The owner reserves his rights to negotiate with the lowest or any other tenderee/s whenever applicable.
21. In case L1 backs out, Bank reserves the right to entrust to L2, and similarly L3/L4. In that case, EMD of the concerned bidder will be forfeited.
22. **Bidders having previous instances of back out or history with unsatisfactory service or supply in any kind /product / services with Bank, may not be considered for evaluation at all.**
23. Tax and surcharge will be deducted as per Govt. of India rules.
24. Within ten days of the receipt of intimation from the Owner of acceptance of his/ their bid/tender, the successful bidder/tenderer shall be bound to implement the contract by signing the agreement in accordance with the draft agreement and the conditions of contract with the owner.
25. The vendor must also provide integrity pact in attached format duly sealed and signed in Rs. 100/- Non-Judicial Stamp Paper with acceptance of order copy.
26. The rate shall be binding to the Contractor, for all the quoted/tender items till the completion of entire work order irrespective of variation in market rates of material and labour or any other factors (if any).
27. Quotation will remain valid for 90 days from the date of opening of the Quotations and this period of validity can be extended for such period as may be mutually agreed between the Bank and selected vendor in writing.



28. Any claim, dispute or difference arising out of or in connection with this agreement and which cannot be settled by mutual consultations, shall be referred to sole Arbitration or an Arbitrator to be appointed by Bank. The award of the Arbitrator shall be final and binding between the parties as per the terms and conditions of the Agreement to be executed on award of contract. The Arbitrator proceeding shall be governed by the Arbitration and Conciliation Act 1996 and shall be conducted in Kolkata. The agreement is subject to the jurisdiction of the courts at Kolkata.
29. Any violation of instruction/agreement or suppression of facts will attract cancellation of agreement without any reference or any notice period and in such case the amount of security deposit will be forfeited.
- 30. The tenderer should have never been blacklisted by any other public sector bank and undertaking in this respect to be submitted in company letter head.**
31. The intending bidder should thoroughly go through and understand the above terms and conditions and only such of those who are willing to fulfil all the terms and conditions of the agreement should submit the Quotation.
32. In case of any unexpected interruption due to events beyond control of the procurement committee, the process will be continued on the subsequent working day at the scheduled time.
33. The bidder shall ensure compliance of all statutory laws & bye laws of the central Govt/ state Govt/Municipal authorities related to the employment of their staff and all obligations under Minimum Wage Act, Workman Compensation Act, Provident Fund & Miscellaneous Provision Act, Bonus Act, Contract Labour Act 1970 & other legislative enactment applicable etc. Bank will not be responsible for such purposes in anyway.
34. At any time prior to the deadline for submission of Proposal, the Bank may for any reason, modify the Tender including the last date of submission. As such bidders are requested to see Bank's web site (<https://wbgb.bank.in>) once again before the last date of submission of bid to ensure that they have not missed any corrigendum uploaded against the said Tender. The responsibility of downloading the related corrigendum, if any, will be of the bidder only. No separate intimation in respect of corrigendum to this Tender (if any) will be sent to the intended bidders(s) who have downloaded the documents from the website. In case any bidder has already submitted proposal before issue of corrigendum, the bidder may submit additional documents/information pertaining to that corrigendum, but only before the last date of submission of bid.

I / we hereby declare that I / we have read and understood the general instructions for bidder and also the contents of the standard agreement and accept the same.

Signature	
(Authorised Person with Seal)	
Name	
Address	
Date	
Place	



MANDATORY DOCUMENTS TO BE SUBMITTED BY THE INTENDED BIDDERS:

Checklist for Mandatory Documents Submitted By Bidder		
SI No	Item Description	Status
1	Tender Fee receipt and EMD proof / Exemption	Yes / No
2	Company Profile / Registration Certificate	Yes / No
3	OEM Certificate/ Inked Signed copy of authorization letter from the OEM (applicable for authorized dealer/distributor only) in original	Yes/No
4	Certificate of first incorporation	Yes / No
5	Current Trade License	Yes / No
6	Photocopy of PAN	Yes / No
7	GST Registration Copy	Yes / No
8	AOA/MOA (Where ever Applicable)	Yes / No
9	Work Experience Certificate	Yes / No
10	Work Orders & Completion Certificates of similar work	Yes / No
11	KYC of proprietor/ partners/ Director	Yes / No
12	Address of local Registered Branch/Office at Kolkata / Bank's Service Area with documentary proof	Yes / No
13	Detailed List of Support persons (Name, Contact Number)	Yes / No
14	Toll Free/Contact Number for service/maintenance call logging	Yes / No
15	Last 3 Years Audited P&L Statement, Balance Sheet and Auditor Certificate of Turnover submitted	Yes / No
16	Last 3 Years Income Tax Returns submitted	Yes / No
17	Undertaking for not blacklisted submitted	Yes / No
18	Undertaking (Annexure-II) in Company's Letterhead submitted	Yes / No
19	Compliance Certificate to technical specification	Yes / No
20	Site Inspection Declaration	Yes / No
21	Financial Bid (Annexure-III) submitted	Yes / No
22	Integrity Pact (Annexure-IV) in Rs.100/- non judicial stamp paper submitted	Yes / No
Signature		
(Authorised Person with Seal)		
Name		
Address		
Date		
Place		



FINANCIAL BID

(To be submitted in separate sealed envelope)

Tender for SITC of Integrated Burglar Alarm & Fire/Smoke/Heat Detection System for Branches/Offices under Coochbehar, Siliguri & Jalpaiguri Regions of West Bengal Gramin Bank

Sl. No	Description	Unit Rate (₹)	GST (%)	Total (₹)
1	SITC of Integrated Burglar + Fire Detection System per Branch			

IMPORTANT INSTRUCTIONS FOR FINANCIAL BID

- The above **Unit Rate shall be quoted on per-branch basis** and shall include All equipment & components, Accessories, Cabling, Labour & Installation, Testing & Commissioning, Transportation, Insurance, Loading/Unloading, Training & Documentation, all incidental expenses, all taxes & duties excluding GST in accordance with the indicative technical requirement.
- GST shall be indicated separately and shall be payable as per Government norms.
- The rate must be **uniform for all 143 ±10 branches**. No location-wise variation shall be permitted.
- Evaluation for L1 shall be based on **Unit Rate per Branch (Excluding GST)**

MANDATORY PART/UNIT-WISE RATE BREAKUP (SEPARATE SHEET)

In addition to the above Price Schedule, the bidder **must submit a detailed Part/Unit-wise Rate Breakup in a separate sealed sheet**, duly signed and stamped, containing Control Panel cost, Burglar Alarm components cost, Fire Detection components cost, Cabling & accessories cost, Installation & labour cost and Any other cost components in accordance with the indicative technical requirement.

Important:

- The Part/Unit-wise breakup is required for transparency, audit and future reference only.
- In case of discrepancy, the Lump Sum Per Branch rate quoted in the above table shall prevail.
- Non-submission of Part/Unit-wise breakup may render the Financial Bid liable for rejection.

DECLARATION

We confirm that the quoted rates are firm and fixed for the entire contract period, No escalation shall be claimed and All terms and conditions of the tender are accepted unconditionally.

Signature with Seal

Date:

Name: _____

Place:

Designation: _____



Annexure-IV

West Bengal Gramin Bank

INTEGRITY PACT

"West Bengal Gramin Bank, constituted under Regional Rural Bank Act 1976 (21 of 1976) having its Registered Head Office at Kolkata, presently operating temporarily from BMC House, PO – Chaltia, Chuanpur, Berhampore, Murshidabad, 742407 West Bengal hereinafter referred to as "The Buyer", which expression shall mean and include unless the context otherwise requires, its successors in office and assigns of the First Part.

And

M/s. _____ having its registered office at _____

_____ hereinafter referred to as "The Bidder/Contractor/Seller", which expression shall mean and include unless the context otherwise requires, successors and permitted assigns of the Second part.

Preamble:

Whereas the buyer intends to procure (Name of the Stores/Equipment / item / Services), under laid down organizational procedures and the BIDDER/Seller is desirous of offering / has offered the stores/Equipment / item / Services and

WHEREAS the BIDDER is a private company /public company / Government undertaking / partnership / LLP / registered export agency and is the original manufacturer / Integrator / authorized / Government sponsored export entity of the stores / equipment / item or Service Provider in respect of services constituted in accordance with the relevant law in the matter and the buyer is a Regional Rural Bank and a Government Undertaking as such.

WHEREAS the BUYER has floated a tender (Tender No.:) hereinafter referred to as "Tender / TENDER/RFQ" and intends to award, under laid down organizational procedures, contract/s purchase order / work order for (name of contract/order) or items covered under the tender hereinafter referred to as the "Contract".

AND WHEREAS the BUYER values full compliance with all relevant laws of the land, rules, by-laws, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder(s) and Contractor(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Pact or "Pact", the terms and conditions of which shall also be read as Integral part and parcel of the Tender documents and Contract between the parties.

NOW, THEREFORE in, consideration of mutual covenants contained in this Pact, to avoid all forms of corruption by following a system that is fair, transparent and free from any influence/prejudiced dealings, the parties hereby agree as follows and this Pact witnessed as under:



The contract is to be entered into with a view to:-

Enabling the BUYER to procure the desired said stores/ equipment/ item/ Services at a competitive price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement and
Enabling BIDDERS to abstain from bribing or indulging in any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and the BUYER will commit to prevent corruption, in any and all forms, by its officials by following transparent procedures.

In order to achieve these goals, the Buyer will appoint Independent External Monitors (IEMs) who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

The parties hereby agree hereto to enter into this Integrity Pact and agree as follows:

Section 1- Commitments of the Buyer

(1) The Buyer commits itself to take all measures necessary to prevent corruption and to observe the following principles:-

- a. No employee of the Buyer, 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 Buyer will, during the tender process treat all Bidder(s) with equity and reason. The Buyer will in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential/additional information through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.
- c. The Buyer will exclude from the process all known prejudiced person.

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

Section 2- Commitments of the Bidder(s) / Contractor(s)

(1) The Bidder(s)/Contractor(s) commit themselves to take all measures necessary to prevent corruption during any stage of bid process/contract. The Bidder(s)/Contractor(s) commit themselves to observe the following principles during participation in the tender process and during the contract execution.

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



b. The Bidder(s)/Contractor(s) will not enter with other Bidders into any undisclosed agreement or 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)/Contractor(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Buyer as part of the business relationship, regarding plans., technical proposal 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 Agents/representatives in India, if any, similarly the Bidder(s)/Contractor(s) of Indian Nationality shall furnish the name and address of the foreign Buyers, 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 their bid, disclose any and all payments made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.

f. Bidder(s)/Contractor(s) who have signed the Integrity Pact shall not approach the Courts while representing the matter to IEMs and shall wait for their decision in the matter.

(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 a transgression through a violation of Section 2, above or in any other form such as to put their reliability or credibility in question, the Buyer is entitled to disqualify the Bidder(s)/Contractor(s) from the tender process or take action as per the existing provisions of GFR, 2017, PC Act, 1988 and other Financial Rules/Guidelines etc.

Section 4- Compensation for Damages

(1). If the Buyer has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the Buyer is entitled to demand and recover the damages equivalent to earnest Money Deposit/Bid Security.

(2). If the Buyer has terminated the contract according to Section 3, or the Buyer is entitled to terminate the contract according to Section 3, the Buyer shall be entitled to demand and recover from the Contractor liquidated damages of the contract value or the amount equivalent to Performance Bank Guarantee.



Section 5- Previous transgression

(1) The Bidder declares that no previous transgression occurred in the last three years immediate before signing of this integrity pact with any other Company in any country conforming to the anti-corruption approach or with any Public Sector Enterprises or central/state government department 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 or action can be taken as per the procedure mentioned in" Guidelines on Banning of business dealing".

Section 6- Equal treatment of all Bidders/Contractors/Subcontractors

(1) In case of sub-contracting, the Buyer contractor shall take the responsibility of the adoption of IP by the sub-contractor. It is to be ensured that all sub-contractors also sign the IP.

(2) The Buyer will enter into agreements with identical conditions as this one with all Bidders and Contractors.

(3) The Buyer will disqualify from the tender process all the Bidders who do not sign this Pact or violate its provisions.

Section 7- Criminal charges against violating Bidder(s)/ Contractor(s)/ Subcontractor(s)

If the Buyer obtains knowledge of conduct of a Bidder, Contractor or Sub contractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the Buyer has substantive suspicion in this regard, the Buyer will inform the same to the Chief Vigilance Officer.

Section 8- Independent External Monitor

(1) The Buyer appoints competent and credible Independent External Monitor for this Pact after approval by Central Vigilance Commission. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under the agreement.

(2) The Monitor is not subject to instructions by the representatives of the parties and performs his/her functions neutrally and independently. The Monitor would be provided access to all documents/records pertaining to the contract for which a complaint or issue is raised before them, as and when warranted. However, the documents/ records/ information having National Security implications and those documents which have been classified as Secret/Top Secret are not to be disclosed. It will be obligatory for him/her to treat the information and documents of the Bidders/Contractors as confidential. He/she reports to the Chairman, West Bengal Gramin Bank.

(3) The Bidder(s)/Contractor(s) accepts that the Monitor has the right to access without restriction to all project documentation of the Buyer including that provided by the Bidder(s)/ Contractor(s). The Bidder(s)/Contractor(s) will also grant the Monitor, upon his/her request and demonstration of a valid interest, unrestricted and unconditional access to their project documentation. The same is applicable to Sub-contractor.



(4) The Monitor is under contractual obligation to treat the information and documents of the Bidder(s)/Contractor(s)/Subcontractor(s) with confidentiality. The Monitor has also signed declarations on “Non-Disclosure of Confidential Information” and of “Absence of Conflict of Interest”. In case of any conflict of interest arising at a later date, the IEM shall inform Chairman, West Bengal Gramin Bank and recues himself/herself from that case.

(5) The Buyer 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 Buyer and Contractor. The parties offer to the Monitor the option to participate in such meetings.

(6) As soon as the Monitor notices, or believes to notice, a violation of this agreement, he/she will so inform the Management of the Buyer 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.

(7) The Monitor will submit a written report to the Chairman, West Bengal Gramin Bank within 8 to 10 weeks from the date of reference or intimation to him by the Buyer and, should the occasion arise, submit proposals for correcting problematic situations.

(8) If the Monitor has reported to the Chairman, West Bengal Gramin Bank, a substantiated suspicion of an offence under relevant IPC/PC Act, and the Chairman 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 09- Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the contract, and for all other Bidders 6 months after the contract has been awarded. Any violation of the same would entail disqualification of the bidders and exclusion future business dealings.

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, WBGB.

Section 10- Other provisions

(1) This agreement is subject to Indian Law. Place of performance and jurisdiction is The “Place of award of work”.

(2) The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of to the extant law in force relating to any civil or criminal proceedings.



(3) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.

(4) If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.

(5) Should 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.

(6) Issues like warranty/Guarantee etc. shall be outside the purview of IEMs.

(7) In the event of any contradiction between the Integrity Pact and its Annexure, the Clause in the Integrity Pact will prevail.

The parties hereby sign this Integrity pact aton

BUYER	BIDDER
Signature (with seal)	Signature (with seal)
Name of the Officer:	Name of the Officer:
Designation:	Designation:
West Bengal Gramin Bank:	Bidder's Company Name:
Witness	Witness
1.	1.
2.	2.



DISCLAIMER

1. West Bengal Gramin Bank, GSAD Department, Head Office, has prepared this document to give background information on the project to the interested parties. While West Bengal Gramin Bank has taken due care in the preparation of the information contained herein and believe it to be accurate, neither West Bengal Gramin Bank, nor any of its authorities or agencies nor any of their respective officers, employees, agents or advisors give any warranty or make any representations, express or implied as to the completeness or accuracy of the information contained in this document or any information which may be provided in association with it.
2. The information is not intended to be exhaustive. Interested parties are required to make their own inquiries and respondents will be required to confirm in writing that they have done so and they do not rely only on the information provided by WBGB in submitting the quotation. The information is provided on the basis that it is non-binding on West Bengal Gramin Bank or any of its respective officers, employees, agents or advisors.
3. West Bengal Gramin Bank reserves the right not to proceed with the project or to change the configuration of the Project, to alter the time table reflected in this document or to change the process or procedure to be applied at any stage. It also reserves the right to decline to discuss the matter further with any party expressing interest.