

*Expression of Interest for Supply and Installation of Compact Size Electroinc Shrink Wrapping Machines for Currency Bundles*



PREMISES & MAINTENANCE DIVISION  
GENERAL ADMINISTRATION DEPARTMENT  
HEAD OFFICE, MANIPAL- 576104, KARNATAKA  
Phone 0820 2571181 Fax 0820 2570048

**SHORT LISTING OF VENDORS FOR SUPPLY OF  
CURRENCY NOTE SHRINK WRAPPING MACHINE**

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**TENDER NOTICE**

Expression of interest are invited from reputed manufacturers for the supply, installation, commissioning and testing of Compact Size Electronic Shrink Wrapping Machine for currency bundles, for use in the Currency chests of the Bank located across the country. The vendor should have adequate support locations/facilities on all India basis.

The duly filled prescribed format should be submitted along with the following.

1. Composition of the firm
2. Work experience & completion of similar works
3. Creditworthiness & turnover of the vendor
4. Service set-up
5. Names and addresses of clients and e-mail ids, telephone (landline and mobile), fax numbers of their present executives

The prescribed format can be downloaded from Bank's website [www.syndicatebank.in](http://www.syndicatebank.in) from **04.03.2010** to **19.03.2010**. A Demand Draft for Rs.1000/- (non-refundable) per document towards the cost of tender document, drawn in favour of Syndicate Bank and payable at **Udupi / Manipal** shall be enclosed along with the completed document.

The duly filled document along with complete details called for and documents in support of the claims made in the document to be submitted in a sealed cover addressed to The Asst. General Manager, Premises & Maintenance Division, General Administration Department, Syndicate Bank, Head Office, Manipal . 576 104, Karnataka so as to reach before 3.00 PM on **19.03.2010**. The sealed covers will be opened at 3.30 PM on the same day at the above address in the presence of tenderers/ their authorized representatives who desire to be present. The sealed covers should be superscribed as %Expression of Interest for Supply and Installation of Compact Size Electronic Shrink Wrapping Machines for Currency Bundles+.

Bank reserves the right to accept or reject any or all the offers without assigning any reason thereof.

GENERAL MANAGER  
04.03.2010

## **GENERAL INSTRUCTIONS FOR THE GUIDANCE OF VENDOR**

### **Eligibility Criteria for final short listing:**

**The CURRENCY NOTE SHRINK WRAPPING MACHINE vendor should be having full fledged service facility across the country to support the after sales service.**

1. Scope of work involves undertaking the design based upon the parameters furnished and manufacture, testing at shop, supply, Installation, testing at site and commissioning and demonstrating its usages to the users, the specified CURRENCY NOTE SHRINK WRAPPING MACHINE Systems of specified configuration, which are fully described in the technical specification. This also involves providing maintenance and supports of the CURRENCY NOTE SHRINK WRAPPING MACHINE system for a period of 5 years upon commissioning .
2. All relevant product information such as user manual, technical specification sheet etc should be submitted along with the offer. Failure to submit this information along with the offer shall result in disqualification of the bid.
3. Technical specification sheet to be submitted for different model of Shrink Wrapping Machines separately.
4. The vendor/supplier shall conform to the provisions of all local bye-laws and acts relating to the work and to the regulations etc of the Government and Local Authorities and of any company whose system and design is proposed to be connected/utilized.
5. Offers will be evaluated against the stipulated minimum eligibility criteria of the Bank. Offers not complying with the Bank's eligibility criteria will be rejected summarily. After the technical evaluation, such of those tenderer found technically acceptable will be short listed.
6. **VENDOR / SUPPLIER TO PROVIDE EVERYTHING NECESSARY**
  - i). The vendor / supplier shall provide everything necessary for the proper execution of the work according to the intent and meaning of the design parameters, technical specifications, drawings and schedule of quantities. Based on the requirement of bank, the vendor / suppliers should undertake their own assessment and design the CURRENCY NOTE SHRINK WRAPPING MACHINE system required. If the vendor / supplier finds any discrepancies furnished it shall immediately brought to the notice of the Bank.
  - ii). The tenderer shall take full responsibility for adequacy, suitability and safety of all the design, works and methods of design / installation.

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iii). The Bank shall on no account be responsible for the expenses incurred by the vendor / supplier during the progress of work at site, towards any incidental expenditure like medical amenities to the workers at site, security arrangement etc. The Bank shall not be responsible for the safety of the workers at site either on account of the works executed by the vendor / supplier or on account of the works executed by any other agency involved at that time.

iv). The Bank on no account shall be responsible for storage of materials or loss or pilferage or theft either in respect of the material stored or material already built and paid for by the Bank.

v). The vendor / supplier shall at all times give access to workers employed by the Bank.

vi). All tools, equipments and other required facilities for execution of work shall be provided by the vendor / supplier.

vii). Any facilities available at site shall be utilized only with prior permission of the Bank and cannot be taken as granted and for such services utilised the Bank is entitled to charge at its discretion.

7. The notice inviting tender, general rules & instructions for the guidance of tenderers shall form a part of the contract document. The successful tenderer/vendor / supplier, on acceptance of his tender by the Accepting Authority, shall, within **7 days** from the stipulated date of start of the work sign on a stamp paper the contract consisting of :-

(a) Standard form of Agreement on stamp paper.

(b) Notice inviting tender, all the documents including tender, drawings, if any, forming the tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto. General Conditions, Schedules leading to Technical Specification, Special Conditions, Technical Brochures in schedules submitted by the tenderer etc.,

(c) Price Bid / Schedule Bill of Quantities.

For & on behalf of the Employer.

Signature of the authorised representative / Accepting Authority.

Signature of the Tenderer with Name, Constitution & Seal.

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**TECHNICAL SPECIFICATIONS FOR CURRENCY NOTE SHRINK WRAPPING MACHINESYSTEM:**

<b>Sl.</b>	<b>Particulars</b>	<b>Requirement</b>	<b>Specification of the Offered Machine</b>
<b>A</b>	<b>General</b>		
<b>1</b>	<b>a) Model Name &amp; No b)Year of Introduction</b>	Please specify	
<b>2</b>	<b>Machine Structure</b>		
<b>3</b>	<b>Dimensions</b>	(Length x Width x Height) (In mm) . to be suitable for deployment to currency chest.	
<b>4</b>	<b>Weight</b>	In Kilograms not exceeding 80 KG ( excluding weight of the pedestal )	
<b>5</b>	<b>Shrink Output</b>	Minimum of 200 bundles per Hour (Excluding external manual packing time)	
<b>6</b>	<b>Performance Data / Processing Speed</b>	Please specify	
<b>7</b>	<b>Range of Bank notes</b>	The Shrink Wrapping Machine should have facility for Currency Pouch Sealer and pre cut shrink Wrapping Pouchers should be suitable for denominations of Rs 1000, Rs 500, Rs 100, Rs 50, Rs.20, Rs 10, and Rs 5.	
<b>8</b>	<b>Power Supply and protection.</b>	Should be operated at Single Phase . 220 V to 240 V . Raw EB power or DG set power supply. Should have suitable inbuilt electrical protection in the machine. There should be earth protection to divert fault currents from the machines etc.	
<b>9</b>	<b>Power Consumption</b>	Not exceeding 3 KW during operation	
<b>10</b>	<b>Ambience Temperature for working</b>	The machines should be able to function at 10 ±C to 50 ±C Ambience temperature (While the machine is in operational Condition )	
<b>11</b>	<b>Relative humidity</b>	The machines should be able to function at 20% to 95 % Relative humidity (While the machine is in operational Condition )	
<b>12</b>	<b>Sound/Noise Level</b>	Less noise at operations.	

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<b>13</b>	<b>Control on processing Temperature</b>	Temperature control should be available for the user to fix temp depends on the outside temperature.	
	<b>Temperature Control</b>	Analog/Digital (Please specify)	
	<b>Temperature Display</b>	Analog/Digital (Please specify)	
	<b>Speed Control</b>	Analog/Digital (Please specify)	
<b>14</b>	<b>Method of feeding the currency notes</b>		
<b>15</b>	<b>Facility for counting</b>	Should be available to note the number of bundles made in a specific time period.	
<b>13</b>	<b>User Interface</b>	<b>Shrink machine should have</b> " Display with Function / Menu Keys	
<b>14</b>	<b>Manual control on conveyor system</b>	Machine should have facility to operate the conveyor systems manually also.	
<b>15</b>	<b>Operation if the power failure</b>	Machine should have facility to send out the last bundle which is inside the machine if the power is terminated during mid operation.	
	<b>Safety feature</b>	Whether operation protection available	
	<b>Warranty period</b>	12 months from the date of satisfactory installation	
	<b>Environment</b>	Model should work under Indian environmental condition which varies from place to place	

**Signature of the Tenderer  
(With Seal)**

**SCHEDULE II**

**SCOPE OF COMPREHENSIVE ANNUAL MAINTAINANCE CONTRACT**

The tenderer shall offer the following at no extra cost to the bank. The rate quoted for CAMC should include the following.

**1.0. Time is The Essence of Contract** : The tenderer are requested to note that the CURRENCY NOTE SHRINK WRAPPING MACHINE system is to be provided to the Currency Chest if for any reasons the work of supply & commissioning is delayed the Bank's reputation and commitments will be affected and penalty stipulated as per liquidated damages will be levied with-out any requirement on the part of the Bank to establish the actual loss in monetary terms. This aspect shall be the terms of this tender and will be binding on the tenderers.

1. The tenderer shall maintain the CURRENCY NOTE SHRINK WRAPPING MACHINE System and ensure that it works as per the tendered parameters.

2. All the repairs and replacements of spares shall be carried out which are necessitated due to usage of system as per tender stipulations. However the repairs and replacements necessitated by loss or damage due to misuse or accident, fire or natural calamities shall be out of the scope of CAMC.

3. The tenderer shall inspect the equipment at least once in a month as a part of preventive Maintenance. This is apart from any breakdown visits that may be required which may emanate in between the two preventive maintenance inspections.

4. The maximum response time shall be 24 hours from the time of receiving the complaint over phone. If the tenderer is not in a position to set right the defect or repair and put back the CURRENCY NOTE SHRINK WRAPPING MACHINE to working condition within 24 hours, a similar unit as standby should be provided immediately.

5. During the Preventive Maintenance the tenderer shall inspect/ check the equipment and record the following in log book, which shall be verified and confirmed by the bank's representative.

a. CURRENCY NOTE SHRINK WRAPPING MACHINE System : Any malfunctioning of the components.

b. Any other remarks regarding the Electrical System:

c. Any steps to be taken by bank for efficient working of CURRENCY NOTE SHRINK WRAPPING MACHINE system.

6. During the preventive Maintenance inspection tenderer shall carryout the following apart from the other requirements for functioning of system as per tender parameters

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and same shall be recorded in a log book which shall be verified and confirmed by bank's representative.

7. During the break down calls, the nature of repair carried out, parts replaced etc shall be recorded in the log book.

**OTHER TERMS WITH REGARD TO CAMC:**

The rate of annual maintenance charges shall be furnished for a period of 4 years after the warranty/Defect Liability Period and rates quoted shall be binding on the tenderer. The scope and terms of Annual Maintenance Contract like number of monthly visits, items covering under Annual Maintenance Contract, replacement of spares, exclusions if any, down time for break down and service calls shall be as per the bank terms. The Bank reserves the right of discontinuing the Annual Maintenance Contract from the vendor / supplier during the tenancy of Annual Maintenance Contract. The cost of Annual Maintenance Charges shall also be one of the criteria in evaluation of cost economics of the tender.

The Annual Maintenance Charges shall be paid once in six months at the end of the period subject to satisfactory maintenance.

The CURRENCY NOTE SHRINK WRAPPING MACHINE vendor has to maintain the equipment supplied for at-least 4 years after the expiry of warranty period. At the same time, the vendor is expected to make available the spare parts for the systems for at least 4 years after the expiry of warranty period. Thereafter, vendor will give 12 months notice prior to discontinuation of services. AMC amount for the four year after warranty period will be taken into account to decide on Lowest Vendor.

**Signature of the Tenderer.  
( With seal )**

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**//DRAFT OF ADVERTISEMENT//**

SYNDICATE BANK  
GENERAL ADMINISTRATION DEPARTMENT  
PREMISES & MAINTENANCE DIVISION  
HEAD OFFICE: MANIPAL  
**FAX – 08202570048**

**EXPRESSION OF INTEREST**

Syndicate Bank invites Expression of Interest, for **short listing** of vendors from Manufacturers / Authorised dealers of **SHRINK WRAPPING MACHINES**, for use in various Currency Chests of the Bank in India. The terms and conditions and other details are available in our Website [www.syndicatebank.in](http://www.syndicatebank.in)

The expression of interest are to be submitted in sealed cover super scribing **Expression of Interest for Short-Listing of Vendors** for supply of Currency Note **Shrink Wrapping Machine** on or before 19.03.2010.

**GENERAL MANAGER (GAD)**