

THE MAHARASHTRA STATE CO-OP. BANK LTD., MUMBAI
(Incorporating The Vidarbha Co-op. Bank Ltd.)
Scheduled Bank

Sir Vithaldas Thackersey Smruti Bhavan,
9, Maharashtra Chamber of Commerce Lane,
Fort, Mumbai - 400 001.

REQUEST FOR PROPOSAL

'SUPPLY OF FABRIC FOR OUR STAFF UNIFORM'

Sir/Madam,

1. The Maharashtra State Coop Bank Ltd. is interested in procuring Uniform for our Male / Female Staff.
2. Please quote your best offer based on specifications as given in tender documents by date **02-02-2021**.
3. Tender should be submitted at following address:

Joint Manager,

The Maharashtra State Coop Bank Ltd.,
3rd floor, Estate & Maintenance Deptt.,
Sir Vithaldas Thackersey Smruti bhavan,
9, Maharashtra Chamber of Commerce Lane,
Fort, Mumbai - 400 001.
Phone-022-22800592/582
E-mail- em/tender@mscbank.com
website : www.mscbank.com

GENERAL TERMS & CONDITIONS :

1. The Maharashtra State Coop Bank Ltd, is interested in procuring fabric for Uniform of Bank's Male staff & stitched Sleeveless Jacket for Female Staff.

(a) Only the enclosed formats (Appendix 'A' to 'F' and its Annexure) in original will be used. All sheets will be submitted duly affixed with the Company's stamp and signature of the authorised signatory of the company. Additional sheets, duly authenticated, may be attached to elucidate specifications or clarify specific issues.

(b) Costs indicated in offer for each item should be the landed cost of the item, giving break up of basic cost of item; GST specified separately, levies and freight etc.

(c) Technical and commercial offers will be submitted on specific formats enclosed with this tender document in **separate envelopes** marked "Technical Offer" and "Commercial Offer" respectively. Submit Single Main envelop which include envelopes of Technical Offer and Commercial Offer. Please mention Contact details of your company on the main envelop. Same should be subscribed on the respective envelope. "Tender for Banks staff Male Uniform" should be subscribed on main envelope.

(d) Incomplete tender is liable to be rejected.

2. **Delivery Schedule.** Delivery of the uniform should be done at locations mentioned in the Annexure 'F'. Supply of item within 6 weeks of placement of supply order.

Payment Terms :

3. Payment terms shall be as under: -

100% payment on receipt of items & verification by concern deptt..

4. **Bank Guarantee.** The vendor shall furnish a Bank Guarantee equal to Ten percent (10%) of the total value of the contract. In case liquidated damages deducted from this amount. Bank Guarantee will be valid to the period of 6 months from the execution of work order. If Vendor fails to ensure rectification of defect within two week of defect being intimated. Vendor should ensure 99% of items availability during this period.

5. **Liquidated Damages (LD).** If the vendor fails to complete in full all deliveries of items within the stipulated period, in accordance with the, supply order, the vendor shall pay to the Bank, liquidated damages, at the rate of one percent (1%) of the total value of project cost, for each complete week or part thereof for delay up to a maximum of ten percent (10%) of the value of supply order. Thereafter The Bank will have right to terminate the supply order in case or such delay beyond 8 weeks.

Submission of Offers :

6. You are requested to indicate the acceptance of the above offer based on the terms and conditions as given out in the aforesaid paragraphs and anywhere in the tender documents as per **Appendix 'D'**.
7. You are requested to submit your offers as technical and commercial offers will be in separate envelopes marked 'Technical Offer' and 'Commercial Offer' respectively. Technical offer should contain **Appendices 'A' & 'B'** including Annexure and all relevant technical documents and commercial offer will consist of **Appendix 'C'**.
8. Once the supply order is placed, it will be the vendor's responsibility to make the complete the order. Any additional cost incurred for which the vendor has not bid at the time of submission of the final offer will be borne by the vendor.
9. Brand will be specified for all items being offered. Complete technical specifications will be attached with the Technical bid.
10. Any offer received incomplete or ambiguous is likely to be rejected without further clarifications.
11. The Bank reserves all rights to accept or reject any or all tender without giving any reason.
12. Conditional tender will be rejected. In case the product specifications called in tender are not available technical specification set out in the tender may be changed at the discretion of The Bank. The decision of The Bank in deciding the technical specification shall be final. All the terms and conditions for the supply, delivery, testing and acceptance, payment, warranty, uptime, penalty will be as given herein and no change in any term or condition by the vendors will be acceptable. Alterations, if any, in the tender documents should be attested properly by the vendor failing which the tender will be rejected. Vendors will not make any assumptions while submitting their bids. If required, clarifications will be sought prior to submission of bids.
13. Withdrawal of offer by vendor after opening of commercial bids shall render the vendor unreliable and out right debar him from attending any further transaction/ negotiations without giving any reason thereof. Proceeding shall be initiated by The Bank to black list the vendor on this account.
14. The details of similar project executed by vendor in various Govt/reputed firm may be enclosed. These will be signed by the authorised company representative and stamped with the company stamp.
15. You are requested to send your best offer to the office of the undersigned on or before 02-02-2021 during office hours i.e 10.15 am to 5.15 pm (except bank holidays). Any offer received after this date will not be considered. A tender fee of Rs.500/- plus GST 18% Rs.90/- total Amt.Rs.590/- DD in favour of "**The Maharashtra State Cooperative Bank Ltd.,**" payable at Mumbai.

16. Please ensure that this is your best and final offer.

17. Quantity may increase or decrease as per Banks requirement.

(Note. Vendors will submit their Technical and Commercial Bids on the original tender document including Annexure. Photo copies will not be accepted).

sd/-
Joint Manager

ANNEXURE -A

Please attach copy of Authorisation Certificate issued to your company/firm by Brands mentioned in Technical Offer.

TECHNICAL BID
DETAILS

SR. No.	DETAILS OF THE COMPANY	Details
A	Name of Company	
B	Company Head Office and registered office address	
C	Telephone and E-mail	
D	Ownership structure (e.g. Vendor Company/ Consortium/ Joint Venture)	
E	Date of incorporation. Please enclose Company Registration Certificate.	
F	Company Sales Tax Number, VAT registration number & Service Tax number. Please enclose supporting document.	
G	Company PAN & TIN number. Please enclose supporting document.	
H	Authorised Dealership Certificate of Manufacturer company	
I	Number of customers / clients (Attach list of Customers / Clients)	
J	Tender fee Rs 500/- plus GST 18% Rs.90/- total Amt. Rs.590/- DD in favour of "The Maharashtra State Coop Bank Ltd,. payable at Mumbai.	

TECHNICAL SPECIFICATION
TENDERING ENQUIRY FOR PROCUREMENT FABRIC FOR OUR
MALE AND FEMALE STAFF UNIFORM

S/No	Description	Male employee 673	Qty. No.of piece of cloth
(a)	<u>Suiting :</u> Brand - Raymond No.BL 4431 Mat 906400 (58 width) Colour -Navy blue	(1.20 meter x 2 per person)	1346 pieces
(b)	<u>Shirting :</u> Brand - Arvind, Ruby No.6301 Colour - Sky Blue (36" width) with embroidery of Banks' Logo on Shirts' Pocket	(2.50 meter x 5 per person) Polyester 65% Cotton 35%	3365 pieces
(c)	<u>Stitched Sleeveless Jacket for Female Staff</u> Brand - Raymond No.BL 4431 Mat 906400 (58 width) Colour -Navy blue	<u>Female Employee 121</u> 1.75 meter x 2 per person	242 pieces

Note –

- A. Attach Sample Piece of Cloth of each item of Size 30cm X 30cm with the Technical Bid.
- B. You are requested to submit this technical offer with all relevant tender documents in separate envelope marked 'Technical Bid'.

ANNEXURE-C**COMMERCIAL OFFER****TENDERING ENQUIRY FOR PROCUREMENT FABRIC FOR
BANK'S MALE AND FEMALE STAFF UNIFORM**

S/No	Description	Male employee 673	Qty. No.of piece of cloth	Rate	GST	Total
(a)	<u>Suiting :</u> Brand - Raymond No.BL 4431 Mat 906400 (58 width) Colour -Navy blue	(1.20 meter x 2 per person)	1346 pieces			
(b)	<u>Shirting :</u> Brand - Arvind, Ruby No.6301 Colour - Sky Blue (36" width) with embroidary Banks' Logo on Shirts' Pocket	(2.50 meter x 5 per person) Polyster 65% Cotton 35%	3365 pieces			
(c)	<u>Stitched Sleeveless Jacket for Female Staff</u> Brand - Raymond No.BL 4431 Mat 906400 (58 width) Colour -Navy blue	<u>Female Employee 121</u> 1.75 meter x 2 per person	242 pieces			

Note –

- A. Attach Sample piece of Cloth of each item of Size 30cm X 30cm with the Technical Bid.
- B. You are requested to submit this commercial offer in separate envelope marked 'Commercial Offer'.

**ACCEPTANCE OF TERMS AND CONDITIONS FOR PROCUREMENT
FABRIC FOR BANK'S MALE AND FEMALE STAFF UNIFORM**

1. **Validity:** Vendor confirms that the prices are valid upto _____
2. **Payment Terms :**
100% payment on delivery of all uniforms and submission of invoice with satisfactory completion report.
3. **Delivery Period :** 6 weeks after receipt of Work Order.
4. The vendor will abide by the delivery schedule as given in Work Order.
5. All prices should be break up of basic cost & GST Delivery of all goods shall be at Bank's different location in 'Annex-F'. Number of pieces of Uniform will be intimated separately in work order.

ANNXURE-E

CERTIFICATE

It is certified that all the terms and conditions as laid down in the above paragraphs and anywhere else in the Tender Document and its appendices are accepted by the Company and we will abide by them. It is further certified that any cost incurred on items would be borne by vendors.

Company Seal (Authorised Signatory of Vendor/Company/Firms)

Place _____

Date _____

ANNEXURE - F

MAHARASHTRA STATE CO-OPERATIVE BANK LTD., MUMBAI
OFFICE, BRANCHES, R.O. GUEST HOUSES, ADDRESSES

SR. No.	NAME OF THE OFFICE	TELEPHONE NO.	FULL ADDRESS OF THE PREMISES WITH PIN CODE.
1	Head Office	022/22876015 To 22876020	9, Maharashtra Chamber of Commerce Lane, Fort, Mumbai - 400001.
2	Deonagar Nagpur	0712-2226651	Plot No.7 Santaji Colony, Khamla Road, Deonagar, Nagpur-440 015.
3	Dhantoli Br (Nagpur)	0712-2424982	Vijay Bhavah, Lokmat chowk., wardha Road, Nagpur - 440012,
4	Dharampeth (Nagpur)Br	0712-2531204	Madhu Madhav Commercial Complex, Laximibhavan Chowk, Dharampeth, Nagpur- 440010,
5	Ranapratap Nagar (Nagpur) Br	0712-2222191	"Shewalkar Gardens", Opp. V.N.I.T., South Ambazari Marg, Nagpur - 440010.
6	Sadar (Nagpur)	0712-2532573	"Vhora Complex", Beside Patni Automobiles, Kamti Road , Nagpur 440001.
7	Sitabardi (Nagpur) Br	0712-2524012	Rajaram Bldg., Main Road, Sitabaldi, Nagpur-440027.
8	Vanjarinagar (Nagpur) Br	0712-2748961	Tylin Empire, Kukade Lay Out, Plot No.20, Babhulkheda ,Vanjarinagar,Nagpur-440027.
9	Chota Tajbaug (Nagpur) Br	0712-2745291	Plot No.115 Priti Apartment, Chota Tajbaug Chowk , Nagpur - 440024.
10	Bairamji Town(Nagpur)Br.	0712-2593119	32, Chithis Lay out,Bairamji Town, Nagpur – 440013
11	Dighori (Nagpur) Br.	0712-2712809	Plot No.9, Adarshnagar, Ring Road Chowk, Umred Road, Dighori Nagpur - 440009.
12	Manewada (Nagpur) Br.	0712-2758412	"Gulmohar Mange Bhavan" Mahalaxmi Nagar, Cement Road, Nagpur - 440024.
13	Akola Br.	0724-2430023	Old cotton Market,Akola -444001.
14	Amravati Br.	0721-662162	Dr.Panjabrao Deshmukh Bldg., Mahanagar Palika ward, No.41, Topenagar,Amravati camp, Amravati-444601.
15	Aurangabad Br.	0240-2471464	Plot No.10, Town Centre CIDCO, P.B.No.654. Aurongabad - 431003.
16	Kolhapur Br.	0231-2530700/800	CS No E/451/1 Block No.224 to 230 first floor, Kevij Plaza,Shahupri,Station Road, Kolhapur-416001.
17	Pune Br.	020-25651022	915/2 Shivaji Nagar,Dr.Sule Marg, P.B.No.882, Pune-411004.
18	Nasik Br.	0253-2392855	Sector E, Plot No.3 CIDCO,Mumbai-Agra Road, P.B.No.81. Nasik - 422009.
19	Solapur Br.	0217-2726639	Lokmangal Bazar, Lokmangal Bhavan, Opp. Mayor Bunglow.Railway Line, Solapur - 413001.
20	Nanded Br.	02462-284919 02462-284191	Survey No. 42 / B, & 29/A, Plot No.180,Vasant Nagar, Near Sharada Nagar Bus Stop, P.B.No. 15 Nanded - 431602
21	Beed Br.	02442- 230455	Plot No.H 1-3-651, Shivaji Nagar,Barshi Road, Beed. 431122
22	Dhule Br.	02562-236871	Survey No.7, Galli No.4, Nagarpatti, Near Gandhi Statue,Dhule Dist - Dhule-424 001.
23	Parbhani Br.	02452-246130	Plot No.4 Survey No.306, 307 CTS No.11047 Ward No.21, basmat Road & Dist. Parbhani P.No.431401
24	Osmanabad Br.	02472-222944	Plot No.1 House No.28/219 S.No.139 Jijau Chowk, Barshi Naka Tal. Dist. Osmanabad 413 501
25	Jalna Br.	02482-233888	Shop. No.4, 5 & 6 Ground floor, Milan Complex, Gandhi Chowk, Chaman Jalna, Tal. & Dist. Jalna 431203.

26	Jalgaon Br.	0257-2233939	Shop No.199, 200, 201, 211, 212 1 st floor, B Wing Vallabhdas Municipal Market, (Golani Market) C.N.No.A/1-2111, A/2, Navi Peth, Jalgaon 425 001.
27	Nagpur R.O.	0712-2729096	Dr.Dhananjayrao Gadgil Marg.,Mahal, Nagpur – 4400032
28	Aurangabad R.O.	0240-2471464	Plot No.10, Town Centre CIDCO, P.B.No.654. Aurongabad - 431003.
29	Nasik R. O.	0253-2392855	Sector E, Plot No.3 CIDCO. Mumbai-Agra Road,P.B.No.81. Nasik - 422009.
30	Pune R.O.	020-25651022	915/2 Shivaji Nagar, Dr. Sule Marg, P. B. No.882, Pune - 411004.
31	Kolhapur R.O.	0231 -2666792	Ayodhya Towers, 4th floor, Dabholkar Corner, Shaupuri Kolhapur - 416001.
32	Nanded R.O.	02462-284919 284191	Survey No. 42 / B, & 29/A, Plot No.180,Vasant Nagar, Near Sharada Nagar Bus Stop, P.B.No. 15 Nanded - 431602

....