

UCO BANK
HEAD OFFICE
CENTRAL SECURITY DEPARTMENT
10, B.T.M.SARANI
KOLKATA-700001

REQUEST FOR PROPOSAL
FOR
Supply, Installation, and Maintenance of Standalone Digital Video Recorder
(SDVR) Based Close Circuit Tele Vision (CCTV) System

(The information provided by the vendors in response to this Request for Proposal (RFP) will become the property of the Bank and will not be returned. The Bank reserves the right to amend, rescind or reissue this RFP. The Bank also reserves its right to accept or reject any or all the responses to this RFP without assigning any reason whatsoever. The Bank will evaluate the proposals by following such methods, criteria and rationale which, in its opinion, are in the best interest of Bank.

DISCLAIMER

While the document has been prepared in good faith, no representation or warranty, expressed or implied, is or will be made, and no responsibility or liability will be accepted by UCO Bank or any of its employees, in relation to the accuracy or completeness of this document and any liability thereof expressly disclaimed. The RFP is not an offer by UCO Bank, but an invitation for vendor's response. No contractual obligation on behalf of UCO Bank, whatsoever, shall arise from the offer process unless and until a formal contract is signed and executed by duly authorized officials of UCO Bank and the Vendor.

**UCO BANK
CENTRAL SECURITY DEPARTMENT
HEAD OFFICE
10, B.T.M.SARANI, KOLKATA-700001**

REQUEST FOR PROPOSAL

DATE: 04.10.2010

Supply, Installation, and Maintenance of Standalone Digital Video Recorder (SDVR) Based Close Circuit Tele Vision (CCTV) System

UCO Bank, Central Security Department, Head Office, 10, B.T.M.Sarani, Kolkata-700001 invites Request for Proposal (RFP) for Supply, Installation, and Maintenance of Standalone Digital Video Recorder (SDVR) Based Close Circuit Tele Vision (CCTV) System. The RFP details are furnished as under:

RFP Details:

Date of issue of RFP	04.10.2010
Date, Time and venue of Pre-RFP Meeting	28.10.2010 , 11-00 A.M. at Central Security Department, Head Office, 10, B.T.M.Sarani, Kolkata-700001
Last Date, Time and Place for submission of RFP	02.11. 2010, up to 12-00 hours at Central Security Department, Head Office, 10, B.T.M.Sarani, Kolkata-700001
Date, Time & Venue of RFP opening for Preliminary Scrutiny	02.11.2010 ,at 3-00 P.M. at Central Security Department, Head Office, 10, B.T.M.Sarani, Kolkata-700001
Commercial RFP (RFQ)	To be opened only for short listed vendors
Address for communication	As above

Note: 1. In case the specified date of submission and opening of RFPs is declared a holiday in West Bengal, the RFPs will be received till the specified time on next working day and will be opened at 3.00 P.M. on the same day.

2. RFPs will be opened in presence of the vendors' representative(s) who choose to attend the RFP opening process. A maximum of two authorized representatives of the Vendor will only be allowed at the time of opening of the RFPs.

Instructions to Vendor

A. Vendors' eligibility criteria:

1. The Vendor should be a profitable registered company / firm involved in supply, installation & maintenance of CCTV Systems for at least last 3 years. Audited Balance sheet for last 3 years to be submitted.
2. The annual turnover of the company must not be less than Rs.50.00 Lacs per year, during last three financial years (2007-08, 2008-09 and 2009-10). (Enclosed financial statement)
3. The Vendor must have executed single order of Rs. 10.00 lacs or more for the installation of CCTV Systems, in Central / State Government Department or Scheduled Commercial Banks in India during the last three years. An authenticated / verified copy of the Purchase Order and Completion Certificate(s) should be submitted with the technical details.
4. The Vendor should enclose Manufacturers' Authorization Letter / Dealership Certificate from the Origin Equipment Manufacturer (OEM) for the relevant SDVR and Camera along with the Technical specification.
5. The vendor should have installed minimum 10 Standalone Digital Video Recorder (SDVR) based CCTV systems in Scheduled Commercial Banks in India (during the past three years) and at least 5 Standalone DVR based CCTV Systems during the last financial year i.e. between 01 April 09 to 31 March 10. Attach supporting documents i.e. Purchase Orders and completion certificate(s) to substantiate installation thereof with the technical specification.
6. The Vendor should have a back-to-back support from the OEM of the Standalone Digital Video Recorder & Camera. The Vendor should be equipped with "After Sales Service Centers" (SSC) in Kolkata with requisite spare parts etc. Attach Undertaking of the OEM and List of SSCs. The selected Vendor shall have to cater total AMC contract for 5 years for the whole system including SDVR & Cameras.
7. The Vendor should submit Earnest Money of Rs 10,000/- in the form of Pay order/Draft favoring UCO Bank.
8. RFP documents can be obtained by the Vendor from 04.10.2010 to 28.10.2010 against a payment of Rs 1000/- in the form of a demand draft issued by any scheduled commercial bank in India drawn in favor of 'Uco Bank' and payable at Kolkata. RFP forms can also be downloaded from the website at www.ucobank.com. In case of downloaded documents, the fee of Rs 1,000/- will have to be paid at the time of submission of the RFP.
9. A pre-RFP briefing meeting of the intending vendors who have been issued with the RFP documents will be held at 11 a.m. on 28.10.2010, at the

department (address given below), to clarify any point/doubt raised by them in respect of the vendors. No separate communication will be sent for this meeting. All communications regarding points requiring clarifications shall be given in writing to Chief Officer (Security) by the intending vendors before 28.10.2010.

10. The Vendor is advised to submit the RFP strictly in accordance with the terms and conditions of RFP and adhering to the Technical Specifications contained in the RFP documents, and not to stipulate any deviations. RFP containing deviation from the terms and conditions is liable to be rejected.

11. RFP submitted by firms who do not fulfill eligibility criterion will not be considered for acceptance. The RFP forms issued by the Bank are not transferable and only the firms in whose name the RFP forms are issued can submit the tender.

12. Last date of submission of RFP is by 12-00 hours on 02.11. 2010 and the RFPs shall be opened on same day for Preliminary scrutiny.

Terms and Conditions of the Request for Proposal

1. Introduction :

UCO Bank (hereinafter referred to as 'the Bank') is one of the leading Public Sector Bank with about 2100 branches all across the country.

2. Scope of Work:

1. The selected vendor will supply, install and maintain the Standalone DVR based CCTV with Technical Specifications provided in the TENDER DOCUMENTS at Head Office building of the Bank.

2. CCTV System with 32 or 16+16 channel stand alone DVR

3. Complete maintenance of the systems during warranty period and comprehensive AMC for 5 years thereafter.

The Vendor should indicate in his RFP, the following particulars in addition to those called for in the System requirement and Technical Specifications:

- i) Complete description of the working of the System/sub systems.
- ii) Requirement of equipment-wise electric power.
- iii) Required environmental conditions for safe operation/storage.

The scope of work shall include shop testing, supply including testing and handing over of the equipment supplied as per Technical Specifications at the Bank's office buildings and at the location specified by the Bank.

The Vendor shall carefully check the specifications and shall satisfy himself that the equipment offered is suitable as per the enclosed Technical Specifications and shall take full responsibility for the efficient operation and guarantee of the specified output of the equipment offered.

3. Two Bid system:

- UCO Bank would follow Two Bid system i.e. Request for Proposal (RFP) – containing Technical information and Request for Quote (RFQ) – containing commercial information. Technical phase would be completed first. Thereafter, Commercial Information (RFQ) would be

called only from short-listed Vendors who qualify in Preliminary Scrutiny and Technical Evaluation stage.

- Duly authorized representatives of Principals in India/ abroad may also purchase the RFP documents on behalf of their principals on production of a letter of authorization from their principals. Only one RFP shall be submitted, either by the Principal or by the duly authorized representative.
- RFP documents can be purchased from UCO Bank, Head Office, Central security department between 12.00 noon and 3.30 p.m. IST (Monday to Friday) between 04.10.2010 and 28.10.2010, on payment of Rs 1,000/- per set towards the cost of RFP documents, which is non-refundable, by means of Demand Draft issued by any scheduled commercial bank in India favoring UCO Bank, payable at Kolkata.
- The RFP document can also be downloaded from the UCO Bank website at www.ucobank.com. In case of downloaded forms, the fee of Rs 1000/- per set will be paid by means of Demand Draft/ Pay order issued by any scheduled bank in India favoring UCO Bank, payable at Kolkata at the time of submission of RFP. The RFP along with complete detailed information/ documents in support of their eligibility will have to be submitted in a sealed cover up to 1200 hrs, 02.11.2010 as per the detailed instructions mentioned in "Instruction to Vendors". Vendors failing to comply with the above requirements shall not be considered.
- The vendors are advised to examine all instructions, terms and conditions and technical specifications carefully and furnish the required information unambiguously. Any offer not submitted in the prescribed formats or with incomplete details is liable for rejection. UCO Bank is not responsible for non-receipt of offers within the specified date and time due to any reason including postal holidays or delay.
- The Bank expects the Vendor to carefully examine all instructions, forms, terms & conditions, technical specifications etc., mentioned in this tender document. Failure to furnish all information required for submission of a RFP not substantially responsive to the tender document in every respect will be at the Vendor's risk and may result in the rejection of its RFP without any further reference to Vendor.
- At any time, prior to cut off date for submission of RFP, UCO Bank may modify any of the terms & conditions and technical specifications at its sole discretion and the same will be communicated by website posting and the amendments shall be binding on them. In case of any amendment, UCO Bank may extend the cut off date for submission of RFP in order to provide a reasonable time to prospective vendors.

- The Request for Proposal (RFP) should be complete in all respect and must contain all information as asked for, except prices. The technical information should include all components as asked for. The Vendors should sign all the pages of this RFP by authorized representative of the Vendor. The suggested format for submission of RFP is as follows:

PART- A -TECHNICAL RFP-(Technical Eligibility criteria)

- (a) Annexure X1 to X5
- (b) Appendix-`A`- Vendor's General Information (Must attach supporting documents i.e. Purchase Order(s), Completion certificate(s) to substantiate claim(s) for each clause and item with the Technical RFP
- (c) Appendix -B -Technical compliance sheet for 32 Channel Stand alone DVR
- (d) Appendix-`C`-Technical Compliance Sheet for two 16 Channel Standalone DVR (Interconnected).
- (e) Appendix-`D`-Technical Compliance Sheet for Camera / Monitor / Accessories (Attach supporting documents to substantiate claim(s) with the technical RFP).
- (f) Appendix-`E`-Technical Specifications of Standalone DVR,
- (g) Appendix-`F`-All requisite enclosures as mentioned in `Other Mandatory Requirements` (Attach requisite documents by marking as indicated).

4. System Requirements and Technical Specifications:

1. CCTV System with fully integrated Standalone 32 or 16+16 Channel Standalone DVR with embedded software, capable of working in 24x 7 environments. The CCTV system comprising Standalone DVR including storage HDD, CCD Cameras (Fixed Lens / Dome / IR), display Monitor, cabling and other accessories.
2. System shall have combination of Digital CCD color video cameras with fixed lens / Dome, IR, encoders, decoders, network video recorders, network attached storage devices / Raid backup devices for recording, application software, color video TFT/LCD monitors, keyboard, mouse etc.
3. The system shall offer both Video Stream Management and Video Stream Storage Management. Video frame rate and resolution in respect of individual channel shall be programmable.
4. The system should provide in built facility of Watermarking to ensure tamperproof recording, so that the video recorded cannot be altered and

these can be used as evidence at a later date, if so required. The audit trail should be intact for evidential purposes.

5. System shall provide sufficient storage space of all video recordings for a period of 30 days as per Bank's requirements, @ 25 fps per channel NTSC/PAL and CIF playback resolution using necessary compression techniques for all cameras. The system shall have provision to automatically overwrite the new information after the period of 30 days and necessary script/algorithm must be available in the application.

6 The video shall be compressed using **H.264** hardware compression.

7. The recording resolution and frame rate for each camera shall be programmable.

8. The system shall be triplex i.e. it should have facility for viewing, recording, and playback simultaneously.

9. System should have file player software so that back up can be auto played on any PC using Windows Media Player/on a cine player provided free of cost by the vendor.

10. This apart, the product should have series of DVR Cards to enable Mobile Handset as well as Remote PC/Laptop through TCP/IP protocol with the following features also:-

- A) Remote Video on PC and mobile
- B) Supports dynamic IP address
- C) Based on open standards
- D) Secured Desk top
- E) Watermark logo Overlay

The vendor submitting technical RFP should ensure that the product offered meets the above specification and criterion. If the technical specification of any vendor does not match the above requirement his offer shall be rejected outright.

5. Submission of RFP

Response to RFP along with the EMD of Rs 10,000/- shall be submitted in sealed covers super scribing "RFP for Supply, Installation, and Maintenance of Standalone Digital Video Recorder (SDVR) Based Close Circuit Tele Vision (CCTV) System" to be addressed to Central security Department and to reach before 1200 hrs IST, 02.11. 2010 in the following address:

CHIEF OFFICER (Security)
Central Security Deptt.
UCO Bank, Head Office, 2nd Floor, 10 BTM Sarani,
Kolkata-700 001

- Response to RFP may also be dropped at the Tender Box kept at the above address.
- Response to RFPs shall be opened on the same day i.e 02.11. 2010, 3.00 p.m. at the address given above, in the presence of Vendors' authorized representatives who desire to be present.
- UCO Bank reserves the right to accept either in full or in part any RFP and to reject any or all the RFPs without assigning any reason thereof.
- The RFP forms duly completed and sealed should be deposited within the stipulated time and date. Vendors should ensure submission of tender well in advance and late receipt of RFPs shall not be considered.
- Conditional RFPs are liable to be rejected.
- If any Vendor quotes price in response to RFP, his proposal shall be rejected.
- Telegraphic, Fax and E-mail submission of RFPs will not be accepted.
- Insertions, post scripts, additions and alterations shall not be valid unless confirmed by the Vendor's signature. RFPs should be completed in all respects with all attachments/ enclosures/ annexure.
- The Vendor shall satisfy the Bank that he (includes 'she') possesses the necessary technical expertise and qualifications and that he has at his disposal suitable facilities to ensure completion of all the works within the stipulated time to the satisfaction of the Bank. The Vendor shall satisfy the Bank that he is financially in a sound position to fulfill contractual obligations offered to be undertaken by him.

Since the order for the supply of equipment would be placed directly, it is presumed that the Vendor should be able to make the supply of equipment and ensure installation and after sales service etc. without the intercession of agents. Therefore, there should be no need for engaging any agent and the prices quoted shall not include any element of agency commission.

6. Preliminary Scrutiny:

UCO Bank will preliminary scrutinize the offers received to determine whether they are complete and required technical information have been furnished and also whether the documents have been properly signed, and submitted as per prescribed formats. Offers of the vendors will be rejected outright if any of the following conditions of the eligibility criteria is not satisfied.

Eligibility criteria

If any of the vendors submitting RFP does not fulfill any of the following terms, his RFP will be rejected outright.

1. If the Vendor is not in line of supply & installation of CCTV at least for 3 years as on 31.03.2010.
2. If the RFP not accompanied by demand draft / pay order for Rs.1, 000/- (cost of RFP) favoring UCO Bank in case RFP document is downloaded from website.
3. If the RFP not accompanied by EMD of Rs.10, 000/- in the form of Pay Order / Draft favoring UCO Bank.
4. If the Vendor has not supplied at least 10 (TEN) nos. of CCTV to R.B.I. / scheduled commercial Banks in the last 3 years ending 31.03.2010 of the model for which RFP is invited. (References of orders to be submitted)
5. If the Vendor does not have minimum annual turn over of Rs.50 lac in the Financial year 2007-08, 2008-09 and 2009-10 (To be supported by audited financial statement).
6. If the Vendor is not an O.E.M. and has not enclosed M.A.F (Manufacturer's Authorization Form) and warranty compliance statement.
7. If one Vendor's technical specification does not match with the Specification of this RFP
8. If the vendor has not executed a single order of 10 lac during last three years

7. Technical Bench mark test:

After in house evaluation of response to RFPs by the Bank, the vendors, who meet the requisite criteria, will be short-listed. The short listed vendors will be asked to give performance demonstration of all their equipments viz. Standalone DVR (32 or 16+16 Channels (inter connected), Cameras (C/CS Mount / IR / Dome / Pin Hole & Auto-Iris Vari-focal Lenses), PTZ with joystick Monitors for a period of one week. All equipments shall be complying with Technical Specifications of the TENDER DOCUMENTS and International quality certifications. All accessories shall be ISI mark or CE/FCC/UL certifications.

2. Location of the demonstration will be at Head Office, 10 B.T.M.Sarani, Kolkata-1. Date and time shall be intimated through letter/FAX/e-mail. Maximum seven days notice will be given for the demonstration. The short listed vendors will arrange the demonstration and they will participate at their own costs.

3. All equipments and accessories used for the demonstration by the vendors should be the one, which has been quoted by them in their RFPs as part of the tender document. No chance will be given to re-demonstrate.

4. The eligible vendors shall be informed to submit the RFQ in due time.

8. RFP FEATURES

8.1. Language of the RFP – All response to RFPs and supporting documentation must be in English only.

8.2. Validity Period – The response to RFPs shall be valid for a period of 180 days from the date of opening of technical RFPs. Any response to RFP which is valid for a shorter period shall be rejected by the Bank as non responsive.

8.3. Format & Signing of RFP –

(a) The Bank in case of non-adherence to the Format or partial submission of RFP will not evaluate the RFP,

(b) Each response to RFP shall be made in the legal name of the Vendor,

(c) Each page of it shall be serially numbered, signed and duly stamped by the Vendor or a duly authorized person to sign on behalf of the Vendor,

(d) Any interlineations, erasure or overwriting shall be valid only if these are initialed by the person(s) signing the RFP.

(e) Executive(s) representing the Vendor should be duly authorized to attend opening of RFP, interacting with the Bank for all sorts of communication

(f) All relevant information should be given against the space provided for information in the prescribed Appendices. Writing of 'OK' 'accepted', 'noted', 'sheet attached' will not be accepted. In case, due to insufficient space, a sheet is added, page number of that sheet should be mentioned and the added sheet should have backward reference on right hand top thereof,

(g) All supporting documents of the particular Appendix should be attached to response of the RFP, writing reference thereon.

8A. Evaluation of RFP - The purpose of evaluation of RFP is to determine: -

(a) Product of the DVR & Camera manufacturer in India or abroad for quality and reliability;

(b) Capability of the proposed DVR & camera to meet functional requirements outlined in the documents;

(c) Compliance of the SDVR(s) & Camera offered with Technical specifications laid down in the RFP;

(d) Acceptance of terms and conditions

- (e) Service and support structure of the vender;
- (f) Vendor's standing i.e. experience in supply and service support of similar solutions;
- (g) Vendor meeting the qualification criteria as specified in the RFP documents;
- (h) Sound financial condition as judged by the Bank and

8. A.1. General Evaluation:

1. The Bank will examine the RFPs against *Vendor's Eligibility Criteria* mentioned in the RFP document.
2. The Bank will examine the RFPs to determine whether they are complete, whether the documents have been properly signed, and whether the RFPs are generally in order.
3. The Bank may waive any minor informality, nonconformity, or irregularity in a RFP which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Vendor.
4. During evaluation of the RFPs, the Bank may, at its discretion, ask the Vendor for providing clarification on any point mentioned in its RFP. The request for clarification and the response shall be in writing.

8.A.2. Equipment Evaluation

1. After in house evaluation of technical RFPs by the Bank, vendors, who meet the requisite criteria, will be short-listed. The short listed vendors will be asked to give performance demonstration of all their equipments viz. Standalone DVR 16 Channels, Cameras (C/CS Mount / IR / Dome / Pin Hole & Auto-Iris Vari-focal Lenses), Monitors, PTZ with joystick. All equipments shall be complying with Technical specifications of the TENDER DOCUMENTS and International quality certifications. All accessories shall be ISI /CE/FCC/UL certifications.
2. Location of the demonstration will be at Head Office, 10,BTM Sarani. Date and time shall be intimated through letter/FAX/e-mail. Maximum seven days notice will be given for the demonstration. The Bank for the short listed vendors will arrange the demonstration and they will participate at their own costs.
3. All equipments and accessories used for the demonstration by the vendors should the one, which has been offered by them in their response to RFPs as part of the RFP DOCUMENTS. No chance will be given to re-demonstrate.

8. A.3. Technical Evaluation:

The technical evaluation will be done on the basis of the following parameters based on the results of technical bench mark test during the period of one week. If the performance of the machine during the period of one week is found to be not in compliance with any of the following parameters, the Vendor will not qualify under technical evaluation. The decision of the committee formed by Bank to judge the performance of the machine will be final & binding.

8. A.3.A Parameters for Technical Evaluation:

- (a) Appendix - B -Technical compliance sheet for 32 Channel Stand alone DVR
- (b) Appendix-`C`-Technical Compliance Sheet for 16+16 Channel Standalone DVR,
- (c) Appendix-`D`-Technical Compliance Sheet for Camera / Monitor / Accessories (Attach supporting documents to substantiate claim(s) with the technical RFP).
- (d) Appendix-`E`-Technical Specifications of Standalone DVR,

8. A.4. Short-listing of Vendors:

UCO Bank will form a short-list of technically qualified vendors and the short-listed vendors shall be informed in writing the date of submission of RFQ.

9. DOCUMENTS:

The Vendor is required to supply all documents pertaining to the Technical Specifications of the machine in three sets.

10. Cost of RFP:

Rs. 1,000/- (Rupees One thousand only) payable by Pay order / Demand draft favoring UCO Bank, and payable at Kolkata.

11. Manufacturer's Authorization Form (MAF):

Vendors, other than the Original Equipment Manufacturers (OEM), must submit a letter of authority (Annexure – X 3) from their manufacturers to quote on behalf

of the manufacturer. MAF should specifically mention that the OEM shall provide back to back support for Spare & Skill to the Vendor.

12. Alternative offers:

No alternative offer for any of the equipments is acceptable. Only one single product (Make & Model) should be offered which is cost-effective and meets the Technical specifications.

13. Erasures or Alterations:

There should be no unauthenticated hand-written material, corrections or alterations in the offer. The offers containing unauthenticated erasures or alterations will not be considered. Technical details must be completely filled up correctly for the product being offered without corrections/alterations. UCO Bank may treat offers not adhering to these guidelines as unacceptable.

14. Modification and Withdrawal of Offers:

The vendor may modify or withdraw its offer after its submission, provided that written notice of the modification or withdrawal is received by UCO Bank prior to the closing date and time prescribed for submission of offers. No offer can be modified by the vendor subsequent to the closing date and time for submission of offers. In the event of withdrawal of the offer by eligible vendors, the EMD will not be refunded by the Bank.

15. Clarification of Offers:

Clarifications on technical specifications will be entertained till xx.xx.10 and the same will be replied in the pre-RFP meeting. Any change in specifications will be informed in writing to the short listed vendors by email. After the pre-RFP meeting, no request for clarification will be entertained.

For proper scrutiny, evaluation and comparison of offers, UCO Bank, at its discretion, may ask some or all vendors for clarification of their offer/demonstration of functionality of the offered product. The response to such clarifications should necessarily be in writing. If deemed necessary, the vendor is required to give presentation on the systems offered within a week of such request. However, UCO Bank will not entertain any communication/clarification/representation from the vendors, unless called for, after the closing time and date of submission of the RFP.

16. Technical Inspection and Performance Evaluation:

UCO Bank reserves its right to carry out a technical inspection and performance evaluation (bench-marking) of the offered item(s).

17. Verification:

UCO Bank reserves the right to verify any or all statements made by any or all vendor (s) in the RFP document and to inspect the vendor's facilities, if necessary, to establish to its satisfaction about the vendor's capacity to perform the job.

Annexure- x1

Submission of R.F.P. (Request for Proposal)

Ref:- -----

Date-----

CHIEF OFFICER (Security)

Central Security Deptt.

**UCO Bank, Head Office, 2nd Floor, 10 BTM Sarani,
Kolkata-700 001**

Sir,

1. We have carefully examined all the RFP Documents for supply & installation of SDVR based CCTV at your Head Office, Kolkata and all the conditions stated in the instructions to Vendors, General Conditions of Contract, and Technical Specifications etc. as detailed in the RFP Documents.
2. We enclose the details as asked for in the format given in Annexure-I duly signed by us along with supporting documents.
3. We also agree that our RFP will remain valid for acceptance by the Bank for 180 days from the date of opening of RFP, and this period of validity can be extended for such period as may be mutually agreed between the Bank and us in writing. We also agree to keep the Draft/Pay Order towards earnest money valid for 12+3 months from the date of opening of RFP. However, if we withdraw, you shall have the right to forfeit the Earnest money without reference to us. Should this RFP be accepted, we hereby agree to abide by and fulfill all the Terms and Conditions of the RFP and in default thereof authorize you to forfeit or pay to you or your successors, or assignees or nominees such sums of money as are stipulated in the conditions contained in the RFP together with the written acceptance of the Contract. We understand that you reserve the right to accept or reject any or all the RFPs either in full or in part without assigning any reason thereof.
4. We enclose a list of Bank clients (R.B.I. / Scheduled commercial Banks) in India (giving their full addresses), e-mail ids, telephone (landline and mobile), fax numbers, to whom models of equipment/s has/have been supplied by us during last three years as per the number indicated against each of them. (Ref. of orders received to be given)
5. We enclose details of patent, trademark, registered designs, intellectual property rights, industrial property rights, copy rights held by us regarding any part of the CCTV
6. We confirm that all the pages of the RFP document have been signed by the authorized signatory of the company. (Proof of authorization to be submitted)

7. We enclose a copy of document in support of year of establishment of our company / firm.
8. We enclose compliance of Technical Specifications as per Appendix-B&C

Dated this _____ day of _____ 2009

For and on behalf of

(with seal)

Signature _____

Name _____

Designation _____

Place:

DULY AUTHORISED SIGNATORY

Annexure – x2

(Letter to the Bank on the vendor's letterhead)

Ref No:- -----

Date-----

**CHIEF OFFICER (Security)
Central Security Deptt.
UCO Bank, Head Office, 2nd Floor, 10 BTM Sarani
Kolkata-700 001**

Dear Sir,

Sub: Your RFP for -----

Ref No.

With reference to the above RFP, having examined and understood the instructions, terms and conditions forming part of the RFP, we hereby enclose our offer for the supply of ----- as detailed in system requirement and specification of your above referred RFP.

Sl No.	Description of ----- -----	Make of the Item	Model No.	Part No

We further confirm that the offer is in conformity with the terms and conditions as mentioned in your above referred letter and enclosures.

We also understand that the Bank is not bound to accept the offer either in part or in full and that the Bank has right to reject the offer in full or in part without assigning any reasons whatsoever.

We enclose Demand Draft No./Pay Order no. ----- for Rs 10,000/- (Rupees ten thousand only) Favouring UCO Bank issued by ----- Bank, ----- Branch payable at Kolkata, towards Earnest Money Deposit.

Yours faithfully,

Authorized Signatory
(Name & Designation, seal of the firm)

Date:

Annexure – x3

Manufacturer's Authorization Form (MAF)

No. _____

dated _____

CHIEF OFFICER (Security)

Central Security Deptt.

UCO Bank, Head Office, 2nd Floor, 10 BTM Sarani,

Kolkata-700 001

Dear Sir,

Subject: -----

Ref No. :

We _____ who are established and reputable manufactures of _____ having factories at _____ and _____ do hereby authorise M/s _____ (Name and address of Vendor /Dealer) to offer their quotation, negotiate and conclude the contract with you against the above invitation for RFP offer.

We hereby extend our full guarantee and warranty as per terms and conditions of the RFP and the contract for the equipment and services offered against this invitation for RFP offer by the above firm and confirm that back to back Spare & Skill Arrangement has been made with M/s _____ for providing support services to UCO Bank under this contract.

Yours faithfully,

Authorized Signatories

(Name & Designation)

Date:

For and on behalf of M/s _____

(Name of manufactures)

Note:

1. This letter of authority should be on the letterhead of the manufacturing concern and should be signed by a competent person of the manufacturer.
2. Such MAF for all items offered for which the vendor is not an OEM, should be attached.

Date:

Place:

Annexure – x4

Details of Service Centres / Franchisee arrangement & Qualified/Competent Support Staff available for support to UCO Bank

Sl.no.	Location of service center		Contact person with address	Experience of Service Engineer and qualification	No. of year in service in the company	Telephone / Mobile No.
	Owned	Franchisee				

Annexure – x5 (To be submitted by OEM)

No. _____

Date: _____

CHIEF OFFICER (Security)
Central Security Deptt.
UCO Bank, Head Office, 2nd Floor, 10 BTM Sarani,
Kolkata-700 001

Dear Sir,

Subject : _____

Ref. No. : _____

We _____ who are established and reputable manufactures of _____ having factories at _____ do hereby certify that all the components / parts / assembly / software used in the Standalone DVR based CCTV Systems i.e. DVR, Camera, Monitor etc, are original with new components / parts / assembly / software and that no refurbished / duplicate / second hand components / parts / assembly / software are used or would be used.

We hereby extend our full guarantee and warranty as per terms and conditions of the RFP and services, offered against this invitation by us. We also confirm that back to back spare & skill arrangement has been made with for providing support services of UCO Bank under this contract.

Yours faithfully,

Authorized Signatories

(Name & Designation)

Date:

For and on behalf of M/s _____

(Name of manufactures)

Note:

This letter of authority should be on the letterhead of OEM and should be signed by a competent person of the manufacturer.

Date:

APPENDIX – ‘A’

VENDOR’S GENERAL INFORMATION

(Information required (Information to be filled by the Vendor))

1. Name of the Vendor: _____

2. Year of commencement of business: _____

3. Whether ISO? : Yes / No

If yes, details: _____

4. Constitution of the Vendor (Tick mark the applicable): Limited Company,
Private

Limited Company, Partnership, Sole Proprietorship or any other type _____

5. Vendor’s Registered Address: _____

6. E-mail / Phone / Fax nos: E-mail: _____ Fax: _____

: Phone Nos: _____

7. Details of authorized representative(s): _____

8. Name(s) and addresses of Director(s): _____

9. Whether registered with the Registrar of Companies/ Registrar of Firms?

If so, mention number and date: _____

10. Whether Registered for VAT purposes? _____

If yes, mention number and date: _____

(Attach copies of VAT clearance certificate).

11. Is the firm a Manufacturer / Dealer / Distributor of CCTV systems.

(Attach authenticated copies): _____

13. Net Profit (Rupees. In lacs)

During FY 2008-09: _____

During FY 2009-10: _____

14. Total Turnover (Rupees. In Crores)

During FY 2008-09 _____

During FY 2009-10: _____

15. Revenue earned from sale of CCTV systems equipments (Rupees in Crore)
During FY 2007-08: _____
During FY 2008-09 _____

16. No. Of Service Centers: _____
(Attach list of the Centers, their addresses, Contact person and Tele & Mobile Nos)

DECLARATION

1. I / We have read the instructions appended on the Performa and I / We understand that if any false information is detected at a later date, any future contract made between ourselves and UCO Bank on the basis of the information given by me / us can be treated as invalid by the bank and I /we will be solely responsible for the consequences.

2. I / We agree that the decision of the UCO Bank in selection of Contractors will be final and binding on us.

3. All the information furnished by me hereunder is correct to the best of my knowledge and belief.

4. I / We agree that I / We have no objection if enquiries are made about the works listed by me / us in the accompanying sheets.

5. I / We understand that the amount of Earnest Money deposit shall be forfeited if I / We fail to accept the purchase order that may be awarded as L-I Vendor, or failure to carry out the obligations for installation of the CCTV System.

Signature Seal of the Vendor

APPENDIX – ‘B’
TECHNICAL COMPLIANCE SHEET FOR 32 CHANNEL STANDALONE DVR

MAKE: _____, MODEL: _____

SL. NO.	SPECIFICATION	COMPLIANCE YES / NO	REMARKS IF ANY
1	Real Time (100 fps)		
2	Simultaneous viewing, network, recording and Playback functions.		
3	Multi-level password protection		
4	Multiple Viewing Option (VGA/BNC)		
5	Water mark for video authentication		
6	Compression: H.264		
7	Operating System: Linux/Window XP		
8	Video Input / Loop out: 4/4		
9	Video Output: 1 composite, 1 S-Video, 1VGA, 1 Spot.		
10	Audio in / out: 4/1		
11	Display resolution: PAL: 720X 576		
12	Recording Rate: PAL: Real Time (100 fps)		
13	Compatible to Recording Devices, Disk Raid, HDD, DVD-RW, Flash Memory Stick.		
14	Communication Port: RS-232C, RS-422, Ethernet		
15	Storage Media: Built in Recording up to 30 days in real Time (100 fps) mode for 24 Cameras (6 Terabytes)		
16	Network Interface: Ethernet (RG-45, 10/100 Base-Tx), External Model Via RS-232 Port		
17	Software upgrade: Upgrade via USB Flash Memory Stick &IP.		
18	Power AC-100 /240 V, 50 / 60 Hz.		
19	Should provide built in DVD RW for back up.		
20	System should be compatible to CMS and including third party CMS software and email alert features whenever Motion is Detected.		
21	System should have file player software so that back up can be auto played on any PC using windows media player.		
22	Quality Certification: CE /FCC/ UL		

Signature Seal of the Vendor

APPENDIX – ‘C’
TECHNICAL COMPLIANCE SHEET FOR TWO 16 CHANNEL (interconnected)
STANDALONE DVR

MAKE: _____, MODEL: _____

SL. NO.	SPECIFICATION	COMPLIANCE YES / NO	REMARKS IF ANY
1	Real Time (100 fps)		
2	Simultaneous viewing, network, recording and Playback functions.		
3	Multi-level password protection		
4	Multiple Viewing Option (VGA/BNC)		
5	Water mark for video authentication		
6	Compression: H.264		
7	Operating System: Linux/Window XP		
8	Video Input / Loop out: 4/4		
9	Video Output: 1 composite, 1 S-Video, 1VGA, 1 Spot.		
10	Audio in / out: 4/1		
11	Display resolution: PAL: 720X 576		
12	Recording Rate: PAL: Real Time (100 fps)		
13	Compatible to Recording Devices, Disk Raid, HDD, DVD-RW, Flash Memory Stick.		
14	Communication Port: RS-232C, RS-422, Ethernet		
15	Storage Media: Built in Recording up to 30 days in Real Time (100 fps) mode for 24 Cameras (6 terabytes.)		
16	Network Interface: Ethernet (RG-45, 10/100 Base-Tx), External Model Via RS-232 Port		
17	Software upgrade: Upgrade via USB Flash Memory Stick & IP.		
18	Power AC-100 /240 V, 50 / 60 Hz.		
19	Should provide built in DVD RW for back up.		
20	System should be compatible to CMS and including third party CMS software and email alert features whenever Motion is Detected.		
21	System should have file player software so that back up can be auto played on any PC using windows media player.		
22	Quality Certification: CE /FCC/ UL		

Signature Seal of the Vendor

**APPENDIX – ‘D’
TECHNICAL COMPLIANCE SHEET
FOR CAMERAS / MONITOR / ACCESSORIES**

SL. NO.	Branded Cameras with following specifications	COMPLIANCE YES / NO	REMARKS IF ANY
1	C Mount Cameras -1/3" CCD, 0.2 lux, High Resolution (520 TVL), Day & night color Camera, in appropriate Housing. Lens: Auto Iris Vari-focal Lens (2.8mm to 10.0 mm) for C/CS Mount camera.		
2	Dome Camera: 1/3" Super HAD CCD Color 0.35 Lux, High Resolution (520 TVL), with 3.6 mm Wide Angle Lens		
3	IR Camera: 1/3" Color CCD, DSP, IR Weather proof, Bullet Camera, 520 TVL, 48 LEDs, 6.1 mm Lens, 12 Volts, Bracket Management		
4	Pin Hole Camera: 1/3" HAD CCD Colour in appropriate housing, 3.7 mm Pin Hole Lens 520 TVL,		
5	Monitor: 19 " TFT or 19" LCD		
6	Cable: RG-59 U Video Coaxial Cable in PVC Conduit Pipe & 2 Core 14-strands Power Cable in PVC Conduit Pipe.		
7	PTZ with joystick controller		

Signature Seal of the Vendor

APPENDIX-‘E’

Technical Specifications for Stand alone DVR.

Sr No	A. Requisite DVR Specifications
1	Operating System: Linux / Window XP. Embedded MCU
2	DVR software should have Text Overlay feature / capability i.e. details of ATM ID, Card No, Transaction No, Date & Time etc duly superimposed on the image
3	4 Channel DVR with Text Overlay will be installed at the Bank’s Off-Site ATMs. 4/8/16 Channel DVR with Text Overlay will be installed at the branches having On-Site ATMs. At all other locations DVR without Text Overlay will be installed
4	DVR should be system embedded with H.264 video compression algorithm
5	4/8/16 Channel DVR 100/200/400 fps-PAL
6	Display on line resolution / preview resolution 720x576 PAL
7	System should be robust and capable of working in 24x7 environment
8	System should be scalable / upgradeable.
9	Support Multi Zone Motion Detection.
10	Support multilevel Pass Word for Operation, setup and Remote Access
11	Support Waterproof marking to ensure tamper proof recording of images
12	Support tampering detection alarm function to indicate tempering of DVR / Cameras. Visual indication for local faults, disk full, malfunction etc.
13	Provision for 2HDD + DVD- RW/
14	Data storage for 30 days. Data recycling on FIFO basis.
15	Support video signal loss alarm. System should do health check of all cameras
16	Support position configurable to OSD and LOGO
17	Support Real Time and Motion based Recording
18	Support HDD Sleep Mode
19	Support FAT 32 File System
20	Support USB flash disk, USB hard disk, USB DVD -RW/ CD-RW for backup
21	Support monitor video output, VGA output
22	Support playback in various modes fast, slow, pause, forward, backward, frame-by- frame.
23	Support TCP, UTP, RTP, PPPoE, Multicast, DHCP etc

24	Provision for ADSL, PSTN, Leased Line, Broad Band
25	Remote Play back, Download the recorded files in DVR
26	Remote viewing through Mobile phones /and through any other PC with IP.
27	System should have file player software so that back up can be auto played on any PC using Windows Media Player
28	Vendor should provide Central Monitoring Station (CMS) software free of cost and this software should be compatible to CMS software of third party, as well
29	System should carry UL/FCC/CE certification
	B. Camera
1	2 Camera Inputs with colour
2	Recording Mode-continuous/time lapse/even motion
3	Recording Rate up to 25 fps for PAL
4	Playback up to 25 fps for PAL
5	Playback search-Date/Time/Camera/Alarm/Motion
6	Playback Mode – x2, x4, x12 Fast Play: X1/2, x1/4, x1/25Slow play
7	Schedule Manual/Alarm/Circular recording mode
8	PTZ with joystick controller
	C. Power Supply
1	Powersource-110-230 VAC/50Hz, Power consumption-45W
	D. Civil Work
1	Wall mounting of DVR Unit & HUB/Switch on a rack
2	Cabling and Electrical work as required
	E. General Requirements
1	Warranty for one year
2	Post warranty AMC for 4 years
3	Support for retrieval of images for dispute resolution at no additional cost
4	Necessary software for retrieval of Data from the DVR Hard Disc

Signature Seal of the Vendor

APPENDIX-‘F’

OTHER MANDATORY REQUIREMENTS

1	All imported products, e.g. Cameras, DVRs should carry quality certification i.e. CE / FCC / UL. (Copies to be enclosed) and all Cable and PVC conduit i.e. ISI Mark (Should be marked as Annexure-1)
2	Products should be from ISO certified Manufacturer & Supplier. (Copies to Be Enclosed) (Should be marked as Annexure-2)
3	Copies of Back-To-Back Authorized Dealership Certificates to Be Enclosed (Should be marked as Annexure-3).
4	Local Address & Telephone Number of All Service Centers should be provided (Should be marked as Annexure-4).
5	Copies of ST / CST / VAT / Regn. No. (Should be marked as Annexure-6)
6	Copy of PAN No. Registration (Should be marked as Annexure-7)
7	Brochures / Technical Data Sheets of products offered (Should be marked as Annexure-8.1, 8.2, 8.3 etc).

Signature Seal of the Vendor