



ZONAL OFFICE,
SCO 181-182, SECTOR 17-C,
CHANDIGARH – 160017
PH. NO. 0172-2705089

REF. NO. ZO:IT:MB:1001

DATED : 30.10.2009

RE. EMPANELMENT OF VENDORS
FOR SUPPLY OF BATTERIES
TO BE INSTALLED AT BRANCHES IN CHANDIGARH ZONE

Bank intends to have empanelment of vendors for procuring SMF Batteries for its branches in Chandigarh Zone and for the purpose, invites sealed tenders from authorized suppliers of batteries of following make/branch as per the following specifications:

Batteries Type	Specification	Brand
SMF	12V - 42 AH	EXIDE – Power Safe/Rocket/
SMF	12V – 65 AH	Panasonic/AMCO-Insta/
SMF	12V – 100 AH	Amra Raja-Quanta/OKAYA

You are requested to send your proposal for the same on enclosed formats:

1. MANUFACTURERS' AUTHORISATION FORM OR MANUFACTURERS' AUTHORISATION Certificate valid upto the date beyond the completion of the warranty period of the supplied items (minimum 18 months from the date of quotation), duly signed with seal of the manufacturer along with your offer letter to supply above-mentioned goods to us.
2. Please note that this is only an enquiry and without any commitment on part of the bank to place the order with you and/or purchase the said of any item(s).
Please also note that the following while submitting your proposal:
 1. Only such Model/Make/Types, strictly adhering to above specifications should only be quoted.
 2. The replacement warranty period should not be less than 12 months.
 3. Separate price quotations will be called from empanelled vendors as per requirement in the branches. Order will be placed to L1 in price quotations.
 4. Payment shall be released by the branches after successful installation of batteries at the branches on submission of Invoice/Delivery Challan/Installation Note duly signed with date and official seal) by Branch Officer/Manager mentioning his name.
5. Payment Terms:
 - a. 90% on successful installation within 30 days of submission of above said documents.
 - b. 10% against Bank Guarantee of equal amount to 10% for replacement warranty period or after completion of warranty period.

6. The delivery/installation of the item(s) has to be completed within 10 days from the receipt of the order else liquidated damages for late delivery @ 1% of the order amount per week (max 10%) shall be deducted from the payment. The bank vests the discretion to cancel/change the order at any instance during supply without prejudice to its rights.
7. BUY BACK of old batteries to be quoted separately in price quotation form.
8. No price will be quoted in the Empanelment Tender. Tender having price quotation will be rejected.
9. The bank reserves the right to accept any proposal or reject the proposals, without assigning any reasons thereof.

Tender should reach at the following address :

BANK OF INDIA,
INFO. TECH. DEPTT.
SCO 181-182, SECTOR 17-C,
CHANDIGARH – 160017.

Last Date for receipt of Tenders will be 14-11-2009 at 02.00 pm.

Yours sincerely,

N.K. TIWARI
DY. ZONAL MANAGER

MANUFACTURERS' AUTHORISATION FORM

NO.

DATE:

TO

Dear Sir,

PROPOSAL FOR SUPPLY OF BATTERIES
AT BANK'S OFFICE/BRANCHES

We _____ who are established and reputed manufacturer of _____ having factories at _____
_____ (address of the factory) do hereby authorize M/s _____ (Name and Address of Agent) to submit a BID and to sign the contract with you against the above proposal.

We hereby extend our full guarantee and warranty, for goods and services offered by the above firm against this proposal.

Yours faithfully,

(Name)

(Name of the Manufacturer)

Note : This letter of authority should be on the letterhead of the manufacturer and should be signed by a person competent and having the power of attorney to bind the manufacturer. It should be included by the Vendor in its proposal.