



REQUEST FOR PROPOSAL

Purpose: RFP for establishment of CCTV, Network Infrastructure, VC Solution, TV,
3 in 1 IP Printer Setup, Paper Shredder Machine etc.
at State Bank of India, Dhaka Branch (New Premises),

Anabil Tower, 1st floor, Plot No - 3, Gulshan North Avenue (Kamal Ataturk Avenue),
Block NW (J), Gulshan - 2, Dhaka-1212.

Ref: SBI-BD/ IT/DHAKA BR/ 2022/ 004

Dated: 28.03.2022

Bid Document Availability	Bidding document shall be available at https://bd.statebank website under TAB About us - Notice
Last date for requesting clarification (optional)	Up to 5:00 PM on 30.03.2022 All communications regarding points / queries requiring clarifications shall be given in writing to AVP(IT) at it1.co@statebank.com ; it1.dhaka@statebank.com ; it2.co.bd@statebank.com ; it3.co.bd@statebank.com
Clarifications to queries raised	Within 5:00 PM, 31.03.2022
Last date of submission of bids	04.04.2022
Opening of Technical Bids	12:00 Noon on 05.04.2022. Authorised representatives of vendors may be present during opening of the Technical Bids. However Technical Bids would be opened even in the absence of any or all the vendor's representatives.
Opening of Commercial Bids	4:00 PM on 05.04.2022 OR on a subsequent date which will be communicated to such bidders who qualify in the Technical Bid.
Finalization of TLI Vendor	5.30 pm on 05.04.2022

State Bank of India (SBI), Bangladesh Operations, invites quotation (Technical and Commercial) from competent vendor who has sufficient experience in executing projects comprising i) NVR based Full CCTV Setup with one year data backup, ii) Network Infrastructure, iii) VC Solution, iv) TV, v) 3 in 1 IP Printer Setup, vi) Paper Shredder Machine etc.

Vendors who have experience in doing such activity (at least undertaken and executed 3 such contract in Bangladesh and Qualified as per the other criteria contained in this RFP are invited to participate in the RFP process.

1. RFP

- a) RFP shall mean Request for Proposal.
- b) Bid, Tender, Quotation and RFP are interchangeably used to mean the same thing.
- c) The Bidder is expected to examine all instructions, forms, Terms and Conditions and technical specifications in this RFP. Submission of a Bid not responsive to the Bidding Document in every respect will be at the Bidder's risk and may result in the rejection of its Bid without any further reference to the Bidder.
- d) SBI reserves the right to take any decision regarding RFP process for addressing any situation which is not explicitly covered in the RFP document.
- e) The Bidder must disclose any actual or potential conflict of interest with SBI, Bangladesh Operations.

2. Scope of Work:

IMPORTANT: Number of units and length is as per estimates made by us. You may visit the actual site to have an estimate of the actual scope before submission of the quotes. Give full particulars and specification of the item / materials (with other specification) for which you have quoted. The below format shall be utilised for submission of financial quote. Bank shall take a final view based on the commercials. **Bidders can apply for all the requirements or partially whichever is available with the bidder.**

a. Establishment of NVR based Full CCTV Setup with one year data backup:

SI	Description	Unit	Qty	Unit Price	Total Price
1	32 Channel 2U Wiz Mind Network Video Recorder, 8 SATA Supported	No	1		
2	2MP Entry IR Fixed-Focal Bullet Network Camera	Nos	4		
3	2MP IR Eyeball Network Camera	Nos	16		
4	6 TB Hard Disk Drive	Nos	8		
5	Cat. 6 UTP Cable	Box	2		
6	24 Port Gigabit PoE Switch.	No	1		
7	Accessories: PVC Pipe, Flexi pipe, Tape, Screw, etc.	Lot	1		
8	Installation, Testing & Commissioning	Job	1		
Total (Including VAT & AIT)					

b. Designing, Developing, Structuring including fabrication of system room for 75 nodes:

SI No	Structured Cabling Network:	Quantity	Unit Price	Total Price
1	UTP Cable Cat-6+, 23 AWG	12 box		
2	Single Gang Face Plate	55		
3	Dual Gang Face Plate	10		
4	Cat 6+ Modular jack for face plate end	75		
5	Patch Panel 24 Port Frame Loaded with 24 Nos of cat6+ modular	6		
6	Cable Manager Front and Rear Duct	6		
7	Patch Cord 1M (Factory Model)	60		
8	Patch Cord 2M (Factory Model)	60		
9	MK Box with Screw	70		
10	Accessories	1		
11	ATS (Automatic Transfer Switch)	1		
12	Installation with accessories	1		
13	Raised Floor	Per sft.		
14	MA Socket	6		
15	PDU - Power Cable+ Back to back	1		
Total (Including VAT & AIT)				

c. Video Conferencing solution:

Note:

- i) Best available in Market
- ii) Should be capable to interact with Multimedia Projector.

SI No	VC Solution	Quantity	Unit Price	Total Price
1	Please mention Brand, Model and Other Specifications, Manufacturing Country, facilities, Warranty etc.	1		
Total (Including VAT & AIT)				

d. 55" LED / Smart TV:

SI No	VC Solution	Quantity	Unit Price	Total Price
1	Please mention Brand, Model and Other Specifications, Manufacturing Country, facilities, Warranty etc. <u>N.B.:</u> Preferrable Brand SONY / Samsung	2		
Total (Including VAT & AIT)				

e. Printer and Paper Shredder Machine:

SI No	VC Solution	Quantity	Unit Price	Total Price
1	3 in 1 Laser Jet IP Based Printer (Print, Scan and Copy): BEST AVAILABLE IN MARKET	3		
2	Line Printer: BEST AVAILABLE IN MARKET	1		
3	Paper Shredder Machine: BEST AVAILABLE IN MARKET	5		
Total (Including VAT & AIT)				

3. Time Schedule:

The supply and installation of the equipment shall be made within 5 days from the date of acceptance of the work order by the L1 bidder. The prospective bidder has to submit an undertaking to the effect that in case they fail to complete the work within 7 days, bank would be free to impose penalty as per the terms of this Request for Proposal (RFP) which shall be (penalty) @ 5% of the entire price of the contract amount per day for the days of delay.

4. Eligibility:

(a) Eligibility of the Bidders: All Bangladeshi citizen, / Firms (proprietorship / partnership / companies, etc.) formed and constituted by Bangladeshi Citizens in Bangladesh and OEM of the product(s) they / it are quoting for or authorised distributor by the OEM (Original Equipment Manufacturers / developer for the materials) in Bangladesh.

(b) Supplier should have minimum **Three years' experience** in similar activity and must have executed minimum of 3 such projects. Documentary proof to that effect must be submitted

(c) Up-to-date VAT clearance certificate, TIN No, Valid Trade license and /or any other license / approval as may be necessary as per the law.

5. Bid Price

Prices quoted in the Bid should include all costs including VAT, TAX. The VAT, TAX should be shown separately in the Price Schedule. There is no earnest money to be deposited by the bidders. However, payment will be made to the L1 vendor / supplier of the equipment after successful installation and observing that the CCTV System is working as per the specification / as desired.

6. Period of Validity of Bids

Bids shall remain valid for a period of 90 days after the date of Bid opening.

7. Signing of Bid

The Bid shall be signed by a person or persons duly authorized to sign on behalf of the Bidder. All pages of the bid, except for printed instruction manuals and specification sheets shall be initialed by the person or persons signing the bid. The Bid shall contain no interlineations, erasures, or overwriting, except to correct errors made by the Bidder, in which case such corrections shall be initialed by the person or persons signing The Bid. The Bid shall be signed by a person or persons duly authorized to bind the Bidder to the contract. Such authority shall be either in the form of a written and duly stamped Power of Attorney or a Board Resolution duly certified by the company's competent authority, extract of which duly certified as true copy should accompany the Bid.

8. Bid Language

The Bid shall be in English Language

9. Rejection of Bid

The Bid is liable to be rejected if:

a) The document doesn't bear the signature of an authorized person.

- b) It is received through Telegram/Fax/E-mail.
- c) It is received after expiry of the due date and time stipulated for Bid submission.
- d) Incomplete/incorrect Bids, including non –submission or non-furnishing of requisite documents / Conditional Bids / Bids not conforming to the terms and conditions stipulated in this Request for Proposal are liable for rejection by SBI.

10. Extension of Deadline for submission of Bid

SBI may, at its discretion, extend the deadline for submission of bids by amending the Bidding Documents which will be intimated through SBI website (www.sbibd.com), in which case all rights and obligations of SBI and Bidders will thereafter be subject to the deadline as extended.

11. Intellectual Property and Copy right

The L1 vendor shall pass on genuine and licensed copies of Operating Systems if any which runs the devices as per Intellectual Property and Copyright act, and SBI can't be in anyway held responsible any act or omission of the vendor in this regard.

12. Amendment of Bidding Documents

At any time prior to the deadline for submission of bids, SBI, may for any reason, whether at its own initiative or in response to a clarification requested by a Bidder, amend the Bidding Documents.

Amendments will be provided in the form of Addenda/corrigenda to the Bidding Documents, which will be posted in SBI's website. Addenda will be binding on Bidders. It will be assumed that the amendments contained in such Addenda / Corrigenda have been considered by the Bidder in its Bid.

In order to afford Bidders reasonable time in which to take the amendment into account in preparing their bids, SBI may, at its discretion, extend the deadline for the submission of bids, in which case, the extended deadline will be posted in SBI's website.

From the date of issue, the addenda to the tender shall be deemed to form an integral part of the RFP

13. Late Bid

Bids received after the scheduled date & time will not be accepted by SBI under any circumstances. SBI will not be responsible for any delay due to postal service or any other means.

14. Modifications and Withdrawal of Bids

Bids once submitted will be treated as final and no further correspondence will be entertained on this count. No Bid will be modified after the deadline for submission of bids.

15. Right to Reject, Accept / Cancel the bid

SBI reserves the right to accept or reject, in full or in part, any or all the offers without assigning any reason whatsoever. SBI does not bind itself to accept the lowest or any tender and reserves the right to reject all or any bid or cancel the Tender RFP process, any time during the tender/ RFP Process, without assigning any reason whatsoever. SBI also has the right to re-issue the Tender without the Vendors having the right to object to such re-issue.

16. How to submit the Bids:

The interested bidders shall participate by submitting BID in the tender BOX kept at our Country Office:

AVP (IT)
Country Office,
Navana Pristine Pavilion, 12th Floor,
128, Gulshan Avenue, Dhaka 1212.

hoit.bd@statebank.com; it1.co@statebank.com; it1.dhaka@statebank.com; it2.co.bd@statebank.com;
it3.co.bd@statebank.com

17. RFP Abandonment

SBI may at its discretion abandon this RFP process any time before Notification of Award or Purchase Order.

18. Where and whom to submit the Bids:

Interested parties who are eligible are requested to submit their Bids as per following schedule:

The authorized representative(s) of the OEM or authorized/ licensed vendors of OEM in Bangladesh are requested to be present at the time of opening of the Technical and Commercial bids/ quotes. Maximum two representatives from a single bidder would be allowed to be present.

19. Fate of earlier bids when revised bid submitted by any vendor(s) as per modification made by the Bank.

Please note that for any amendments / or modification in the RFP document, no notification will be published in print media (Newspaper). The interested vendors should refer to our website for any amendment or modification till the last date of submission of the document. The vendor(s) who have already submitted their bid at the time of amendment / modification made by SBI, can submit fresh revised bid, which will be considered by the bank (the old bid submitted earlier, would not be considered).

FORMAT FOR TECHNICAL QUOTE:**ANNEXURE –A**

SL	Particulars	To be filled up by the Bidder	Whether documentary evidence is mandatory (Y/N)	If documentary evidence attached write "YES"
1	Name of the Bidder			
2	Constitution		Y (In case of registered companies, Certificate of Incorporation and Commencement of business to be attached)	
3	Year of Establishment And engaged in the business since.		In case of Registered Companies commencement of business would be considered, for others it will be as per Trade licenses.	
4	Major activity			
5	Who are the major customers			
6	VAT Registration No		Y	
7	TIN		Y	
8	Office Address			
9	Name of the owner, or major stake holder			
10	Give detailed about the Trade License		Y	
11	Whether OEM / authorised/ licensed representative of OEM (Submission of Documentary evidence is mandatory) of the materials which you will be supplying in connection with the project		Y	
12	Did you executed at least three such project.	Yes/No	If no, you are not eligible. Give details of such project and name and address of the organisation for whom it was executed.	
13	Do you satisfy all the eligibility criteria?	Yes / NO	-	

I certify that the particulars mentioned above are true and correct to the best of my knowledge and believe. If it is found that any information is found to be false and or misleading, I shall be responsible for that and there would not be any liability on the Bank as a result of such misrepresentation on my part.

Dhaka

Date:

SIGNATURE OF THE BIDDER

20. Format for Financial quote:

ANNEXURE-B

As detailed in SI 2 (Scope of Work)