

**SHREE SIDDHIVINAYAK GANAPATI TEMPLE TRUST, S.K. BOLE ROAD,
(PRABHADEVI), MUMBAI- 400 028.
PH - 02224224438/02224222072, Fax -02224221558
E-mail - svt@vsnl.com, Website - www.siddhivinayak.org**

**Request for Proposal Document
Supply, Installation & AMC for Note Sorting Machine
(2+1 pocket)**

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E-Tender Notice

Supply and installation of Note Sorting Machine

Online digitally signed tenders are invited from reputed manufacturers/
Vendors for the supply, installation and AMC of one Note Sorting Machines
(**2+1 pocket**) for the above said Trust.

E-tender documents can be viewed and or downloaded from the Government
website <https://mahatenders.gov.in> and or Trust
website. www.siddhivinayak.org

Tender Document Fees – Rs.1000/- (One Thousand Only) per tender document cost
to be paid through SBI online internet banking or through SBI MOPS (Multiple
Option Payment System) for other banks. Tender will not be open for those who will
not remit above mentioned cost.

Earnest Money amounting - Rs.25000/- through SBI Online Internet Banking or
through SBI MOPS (Multiple Option Payment System) for other banks. The amount
will be returned to the unsuccessful bidders electronically after the Award of Contract
(AOC) to the successful bidder.

Last Date for online submission of e-tender is on **10th June 2016 at 2.00 pm.**

Online opening of Technical Bid on **11th June 2016 at 2.30 pm.**

Online opening of price bid **11th June 2016 at 2.30 pm** after scrutiny of
Technical Bid.

Bidders who wish to participate in online tenders shall have to procure /
should have legally valid digital signature as per Information Technology Act,
2000.

Venue :- SHREE SIDDHIVINAYAK GANAPATI TEMPLE TRUST, S.K. BOLE ROAD,
(PRABHADEVI) MUMBAI ON 4TH FLOOR MAIN BLDG.

Date :-
Place :- Mumbai

Sd/-
(Sanjiv S Patil)
Executive Officer

Disclaimer

The information contained in this Request for Proposal (“**RFP**”) document or information provided subsequently to bidder(s) or applicants whether verbally or in documentary form by or on behalf of Siddhivinayk trust, is provided to the bidder(s) on the terms and conditions set out in this RFP document and all other terms and conditions subject to which such information is provided.

This RFP document is not an agreement and is not an offer or invitation by trust to any parties other than the applicants who are qualified to submit the bids (“**Bidders**”). The purpose of this RFP is to provide the Bidder(s) with information to assist the formulation of their proposals. This RFP does not claim to contain all the information each Bidder may require. Each Bidder may conduct its own independent investigations and analysis and is free to check the accuracy, reliability and completeness of the information in this RFP.

Trust reserves the right to reject any or all the expression of interest / proposals received in response to this RFP document at any stage without assigning any reason whatsoever. The decision of trust shall be final, conclusive and binding on all the parties.

Bidder's details

NAME OF BIDDER (please clarify whether manufacture or authorized dealer)	
ADDRESS	
TELEPHONE	
MOBILE	
FAX	
EMAIL	

Prequalification criteria for Bidder

1. The Bidder should have been in the line of Supply, Installation, Testing and Commissioning of '**Note Sorting Machine Business**' **at least for five years** in India as on 30.04.2016. (copies of orders should be enclosed to verify the same).
2. The Bidder should be having **Positive Net Worth in India during the last 3 financial years**. (CA certificate/ P & L account statement/Balance sheet to be given).
3. Bidder shall have a **minimum annual turnover (Sales) of Rs. 5.00 crore** during each of the past three years as on March 31, 2015. (CA certificate/ P & L account statement/Balance sheet to be given).
4. Bidder shall have supplied **at least 25 Note Sorting Machines (2+1 pocket)** as on 30.04.2016. (Order copies/completion certificate should be enclosed).
5. The Bidder should have exclusive support infrastructure for maintenance of **Note Sorting Machines** through their competent engineers.
6. The Bidder should be **at least ISO 9001:2000 Certified company**.
7. The Original Equipment Manufacturer or theirs duly authorized representatives in India would be eligible for Pre- Qualifications.

The requisite documents evidencing the above should be uploaded.

Submission of Tender

To
Shree Siddhivinayak
Ganapati Temple Trust,
Prabhadevi,
Dadar, Mumbai 28

Dear Sir,

1. We have carefully examined all the Tender Documents for Supply, Installation & Commissioning of Note Sorting Machine (2+1 pocket) and all the conditions stated in the Instructions to Tenders, General Conditions of Contract, Technical Specifications, Time Schedules of Completion etc. as detailed in the Tender Documents.

2. The Tender shall be valid for acceptance for a period of 90 days.

3. We enclose a list of our clients both in India and abroad (giving their full addresses), e-mail ids, telephone (landline and mobile), fax numbers of the executives who can be contacted at the office of the clients, to whom models of machines has/have been supplied by us during last three years as per the number indicated against each of them.

4. We enclose the details of work order executed with clients along with the satisfactory installation / service certificates.

5. We enclose the details of the service set-up in the form of copy of certificate from manufacturers/
[any other valid document] in support of having a full-fledged service set- up.

Dated this _____ day of April 2016.

For and on behalf of

(With seal)

Signature _____

Name _____

Designation _____

Place _____

DULY AUTHORISED
SIGNATORY

Encl.: As above

General Conditions

1. Format and Signing of Bid

- 1.The Bidder shall carry only one original set of the bid at the time of opening of bid.
- 2.The bid shall be a complete document and shall be bound as a volume. The document shall be printed on one side only with page. The deficiency in documentation may result in the rejection of the Bid. Any decision in this regard by trust shall be final, conclusive and binding on the Bidder.
3. Each page shall be stamped and initialed by authorized signatory.
4. **Price / financial bid has to be submitted online only. It should not be submitted in physical form.**

2. Last Date for Receipt of Bids

- Bids will be received electronically up to 4.00 p.m. on **10th June 2016** on the Government website <https://mahatenders.gov.in> and or Trust website. www.siddhivinayak.org .
- Online bids will be open on **11th June 2016** at 2.30 pm

1. Late Bids

Any bid received by trust after the schedule time on last date for receipt of bids prescribed by trust, will be rejected and/or returned unopened to the Bidder. Any decision in this regard by trust shall be final, conclusive and binding on the Bidder.

2. Address for Correspondence

The Bidder shall designate the official mailing address, place and fax number to which all correspondence shall be sent by trust.

3. Preliminary Examination

- Trust will examine the bids to determine whether they are complete, whether any computational/arithmetical errors have been made, whether the Bid Documents have been properly signed, and whether the bids are generally in order.
- A bid determined as not substantially responsive will be rejected by trust and may not subsequently be made responsive by the Bidder by correction of the non-conformity. Any decision in this regard by trust shall be final, conclusive and binding on the Bidder.
- Trust may waive any minor informality or non-conformity or irregularity in a bid, which does not constitute a material deviation, provided such waiver, does not prejudice or affect the relative ranking of any Bidder.

4. Trust's Right to accept any Bid and to reject any or all Bids

Trust reserves the right to accept / reject the tender and to alter any one of the terms and conditions, any decision in this regard by trust shall be final, conclusive and binding on the Bidder.

5. Taxes and Duties

- 1 Bidder will be entirely responsible for all applicable duties, levies, imposts, costs, charges, license fees, road permits etc., in connection with services provided at site. The Bidder shall bear all duties, levies, fees, costs or charges in respect of the services rendered to the Trust.
- 2 Road Permit to be arranged by the Bidder during the delivery of the machine. Necessary documents will be provided by the trust.

- 3 Income / Corporate taxes in India: The Bidder shall be liable to pay all corporate taxes and income tax that shall be levied according to the laws and regulations applicable from time to time in India

6. **Terms of Payment**

No advance payment shall be made. 100% cost of the machine will be paid on successful commissioning of the machine to the entire satisfaction of the trust; subject to Bidder submits the invoice with complete details

A. Electronic Payment

Payment shall be made by way of Electronic Fund Transfer only. Bidder shall furnish details of Bank Account No., IFSC Code etc. Trust may, at its sole discretion, change the mode of payment

7. **Warranty:**

The machines would be under warranty for 12 months from the date of successful installation and commissioning. The Bidder shall without any extra cost, carry out all routine and break down maintenance of the Machines and attend to any difficulties/defects that may arise in the operation of the system.

Bidders should take a note that before delivery of the machine the successful bidder has to demonstrate his machine operations at the time of actual cash counting in the temple, if operations of the machine are found satisfactory to the temple authorities then purchase orders shall be placed for delivery in the temple.

8. **ANNUAL MAINTENANCE CONTRACT (AMC)**

Bidder has to give AMC rates for 1 year which shall be applicable after expiry of one year warranty period from the date of installation and commissioning of the machines.

Bidder to provide preventive maintenance once every month and attend to any defects that may arise.

AMC will cover all parts/sensors/software of the machine and any damage to important accessories.

A. SERVICE CONTRACT

The Service Contract shall include the following:

- i.) Routine servicing, trouble shooting, settings, adjustments, cleaning to ensure smooth and trouble free working of the system minimum once in a quarter including replacement of spares and consumable if any;
- ii.) Repairs to the systems and trouble shooting of software in the event of any breakdown including cost of repair/supply of spares/components/sub-systems including replacement of spares and consumable if any;

9. **TRAINING**

The Bidder shall associate the site staff during the testing of the machine/s. The Bidder shall also train the staff in the proper operation and trouble identifying, troubleshooting and routine maintenance.

10. Trust reserves the right to modify any terms and conditions of the tender without any prior information to the bidders as per requirement from time to time.

Instructions for Bidders

1. Before filing E-Bid Documents and making applications in this regard, the Bidders should carefully examine the Bid Documents. Bid shall be deemed to have been submitted after careful study and examination of this RFP with full understanding of its implications. The Bid should be precise, complete and in the prescribed format as per the requirement of this RFP.
2. Failure to furnish all information required by this RFP or submission of a Bid not responsive to this RFP, in every respect, will be at the Bidder's risk and may result in rejection of the Bid and for trust shall not be responsible.
3. The bid shall be signed / executed along with Form of Bid by a person or persons duly authorized by the Bidder with signature duly attested and in the manner as specified in the instructions with the signature witnessed.
4. The Bid shall contain the full name, address, telephone number, fax number, landline/mobile number and e-mail ID, if any and such other details of Bidder for serving notices required to be served on the Bidder in connection with the Bid.
5. The Bidder, irrespective of its participation in the Bid process, shall treat the details of the RFP as secret and confidential at all times.
6. The Bidder / representative of the Bidder should have the proper documentary evidence (power of attorney, board resolution, other corporate authorization) authorizing him to execute any documents on behalf of Bidder. In case of power of attorney, the same has to be duly stamped, properly executed, notarized and witnessed and supported by relevant corporate authorizations.
7. If, the Bid Documents submitted is not in conformity with the RFP published by trust, it shall be rejected forthwith without assigning any reason whatsoever. Any decision of trust in this regard shall be conclusive, final and binding on the Bidder(s).
8. The Bidders shall submit a Certificate of Undertaking on their letter-head duly signed by the authorized signatory that they are acceptable to all the terms & conditions of this Bid.
9. Modification to the RFP, if any, will be made available as addendum on the website of Government i.e <https://mahatenders.gov.in> and or Trust website www.siddhivinayak.org and / or emailed to the prospective Bidders. Trust reserves the sole right to itself for including any addendum to this entire bid process.
10. The Bid forms and the Documents attached to it shall not be detached or removed one from the other and no alteration (s) or mutilation (s) (other than filling in all the blank spaces) shall be made in any of the Bid Documents attached thereto. Any alterations or changes to the entries in the attached documents shall be made by a separate covering letter, duly signed by the necessary parties, otherwise no alterations/modifications or changes to entries in the Bid Documents shall be

entertained in the absence of which it shall be rejected. Any decision in this regard by trust shall be final, conclusive and binding on the Bidder.

11. The Bidder shall bear all costs for the preparation and submission of the E-Bid Documents. Trust shall not be responsible or liable for reimbursing/compensating these costs, regardless of the conduct or outcome of the bidding process.
12. The Bidders shall submit their offers strictly in accordance with the terms and conditions stipulated herein. Any Bid, which stipulates conditions contrary to the conditions given in the RFP, shall be rejected forthwith. The decision of trust in this regard shall be final, conclusive and binding on the Bidder(s).
13. The Bidder, irrespective of his/her participation in the bidding process, shall treat the details of the RFP as secret and strictly confidential at all times.
14. Trust does not bind itself to accept the lowest or any Bid and reserves the right to reject all or any Bid or cancel the Bid without assigning any reason whatsoever. Trust also has the right, but not binding obligation, to re-issue the Bid without the Bidders having the right to object to such re-issue. Trust further reserves the right to re-issue / re-commence the entire bid process in case of any anomaly, irregularity or discrepancy in regard thereof. Any decision of trust in this regard shall be final, conclusive and binding on the Bidder(s).
15. The Bid prepared by the Bidder as well as all correspondence and documents relating to the Bid exchanged by the Bidder shall be in English.
16. The Bidder is expected to examine and follow all instructions, forms, terms & conditions, and scope of work in the RFP. Failure to furnish complete information in all respects required by the Bid Document or submission of a Bid not substantially responsive to the Bid Document in every respect will be at the Bidder's risk and may result in the rejection of the Bid by trust. Any decision in this regard by trust shall be final, conclusive and binding on the Bidder.
17. If a holiday is declared on any of the dates mentioned above, the Bids shall be received /opened on the next working day at the same timings specified above.
18. The E-tender should be submitted along with the following information:
 - i) Composition of the firm
 - ii) Work experience & completion of similar works of specified value during the Specified period
 - iii) Proof of profit making company & their turnover during the last three year period.
 - iv) Names and addresses of clients and e-mail ids, telephone (landline and mobile), fax numbers of their present executives
 - v) The model quoted by the bidders should comply with the technical specification offered as per machine requirement and specification.
 - vi) The Bidder should be Original Equipment Manufacturer (OEM) of the

- machines. If the Bidder is not the OEM but only an authorized dealer, it should have Authorization letter from the OEM to deal/market the machines in India. (Manufacture Authorization Form (MAF) to be submitted).
- vii) Only one tender shall be submitted, either by the Principal or by the duly authorized representative.
- viii) Duly authorized representatives of Principals in India/ abroad would be eligible for purchase the tender documents on behalf of their principals on production of a letter of authorization from their principals.
19. Tenders are advised to use only the forms (tender books) uploaded by the trust on the Government website <https://mahatenders.gov.in> and or Trust website. www.siddhivinayak.org.
20. The model quoted by the bidders should have been released/operational in the market for at least nine months as on 29.04.2016 (for which proof shall be furnished) confirming to the technical specifications.
21. Bidders should take a note that before delivery of the machine the successful bidder has to demonstrate his machine operations at the time of actual cash counting in the temple, if operations of the machine are found satisfactory to the temple authorities then purchase orders shall be placed for delivery in the temple
22. **PRICE BID/COMMERCIAL BID :** This part shall contain prices in Indian Rupees only, both in figures and words. Change of terms and conditions and technical deviations, if any, found in PRICE BID/COMMERCIAL BID of the tender will not be taken into account and will be taken as null and void. Tenders in which prices are quoted in any other currency will not be considered.
23. The prices quoted for supply of machines shall be deemed to have included duties, local levies in the country of origin and shipment, packing, freight from the factory to the destination site, insurance, handling, custom clearing charges etc or any other charges for supply & installation of machine. . If the tenderer fails to include such charges and duties in the tender, no claim thereof will be entertained by the trust afterwards. However, VAT/Sales, Service Tax and Octroi /entry tax will be paid extra at actual.
24. **COMPLETION PERIOD:**
- The supply, installation, testing and commissioning of the machines has to be completed within a period of 45 days from the date of placement of order. In case the Bidder fails to deliver and commissioning the machine within the specified time, Trust shall have the option to accept or reject the machine delivered by the Bidder after the expiry of the time period.
- 24 LOWEST TENDER NOT NECESSARILY TO BE ACCEPTED:**
- The trust is not bound to accept the lowest or any tender or to assign any reason for non acceptance.
- a. The tenderer whose tender is not accepted shall not be entitled to claim any costs, charges, damages and expenses of and incidental to or incurred by him through or in connection with his submission of tenders, even though the trust may elect to modify/withdraw the tender.

25. EVALUATION OF TENDER :

For the purpose of determining the lowest bidder, the Basic Price of machine and AMC charges after expiry of the warranty period of one year will be taken into account. Changes in terms and conditions and technical deviations, if any, found in PRICE BID/COMMERCIAL BID of the tender will not be taken into account and the tender will not be accepted by trust.

26. EARNEST MONEY DEPOSIT & SECURITY DEPOSIT :

Earnest Money amounting Rs.25000/- through SBI Online Internet Banking or through SBI MOPS (Multiple Option Payment System) for other banks. The amount will be returned to the unsuccessful bidders electronically after the Award of Contract (AOC) to the successful bidder. The successful Bidder has to submit an amount equivalent to 10% of the value of contract as Security deposit for due performance of the contract. The security Deposit may be furnished in the form of DD/Pay to the order/FDR drawn in favour of **“Shree Siddhivinayak Ganapati Temple Trust (Prabhadevi) Mumbai”** or in the form of bank Guarantee before issuance of order. Security Deposit will be returned to the Bidder on successful completion of work and will be forfeited in case of failure on the part of the agency in execution of work as per schedule/specifications. The EMD will be returned after expiry of defect liability period i.e. One Year.

27. **Tender Document Fees** – Rs.1000/- (One Thousand Only) per tender document cost to be paid through SBI online internet banking or through SBI MOPS (Multiple Option Payment System) for other banks. Tender will not be open for those who will not remit above mentioned cost.

Machine Requirements and Specifications for NSM (2+1)

i) Note Sorting Machines should be among the best machines available in the market with the following attributes.

ii) The size of the notes of various denominations varies between 63 mm -73 mm (width) and 137 mm -177 mm (length).

iii) Each of the existing denomination in circulation has different designs and has different features and each denomination has in turn different series / designs. The machine shall be capable of processing all denominations and all series of bank notes currently in circulation. All these banknotes are printed on banknote paper by dry off-set and intaglio process with different security features. The sorting machines should be able to test bank notes by a set of cameras/ sensors fixed in the system for checking the authenticity of notes. While processing bank notes, the reading of the camera/ sensor has to be compared by the machine with the standards set in the software of the system for authentication of banknotes. The following properties must be checked by the system during processing:

- Format consisting of denomination, size, orientation/ position, infrared character of tears, holes, missing parts and edger.
- Thickness of paper to detect multiple, overlapping items, tape etc.
- Magnetic character of inks
- Conductivity of security thread.
- While counting machine should detect – suspects mutilated (Tape, Tear, Multicut, Glued)
- Fluorescence presence/ Phosphorescence presence.

iv) The machine must be able to sort the notes into ATM fit/ fit / unfit / reject / suspect / forged notes after checking authenticity of banknotes. Broad parameters on which the machine has to classify the notes as clean notes are as under:

- a) The note is clean i.e. not soiled, discolored, tainted etc.
- b) The note does not contain more than one figure graffiti i.e. scribbling.
- c) The note does not contain large number of pinholes in the watermark area.
- d) Any note containing holes/ tears other than pinholes,
- e) The note does not contain any tears or tapes.
- f) The note does not have any missing portion.

v) Sufficient reserve space and provision shall be provided for adding additional sensors/ devices to process banknotes of new designs / new denomination, including polymer notes, which may be introduced by RBI in future. The sensors should be capable of detecting machine-readable features, which may be incorporated in the banknotes by RBI in future.

2 Stacking compartments:

There shall be separate sets of compartments for issuable / non-issuable (i.e. soiled) and reject

/ suspect notes. After the notes are processed, sorted notes should go to the respective compartments.

3 User Interface and MIS Reports

i) The machine should have user interface with printer attached, display with Function / Menu keys, interface to cash / vault management system and to host computer / server through LAN / WAN. The machine should have an arrangement of alert alarm indication in the form of beep and / or blinker, when stacker is full.

ii) The machine should generate various types of reports such as Balance Report/ Customer Report/ Operator Report/ Difference Report/Reject Report/ Jam Recovery Report/ /Machine Report/Supervisory Report.

4 Software

The operating software shall be suitable for Windows NT or its upgraded version for network environment and shall be configurable. The operation, configuration and settings shall be menu driven.

5 The brief guideline on Note Authentication and Fitness Sorting

Parameters as laid down by RBI is as follows:

- a) A fit note is a note that is genuine, sufficiently clean to allow its denomination to be readily ascertained and thus suitable for recycling. An unfit note is a note that is not suitable for recycling because of its physical condition or belongs to a series that has been phased out by Reserve Bank of India. All the fitness parameters are to be evaluated individually. A note must pass all the fitness parameters to be considered fit for recycling. These parameters provide the minimum standards for cash handling machines.

Notes can only be recycled/reissued if they are evaluated as genuine and fit according to these parameters. Authenticity check is a prerequisite for fitness sorting. Fitness Sorting can be done only in case of genuine notes. The machines shall be able to identify and separate suspected counterfeits and notes which are unfit for circulation in terms of these standards in a reliable and consistent fashion.

As and when the Reserve Bank of India decides to phase out a specific series (issue) of a specific denomination of notes, the machine shall sort all the phased out notes as unfit, irrespective of their physical condition.

b) **Applicability:**

These parameters are applicable to machines operated, either directly by their staff. These machines can be of any of the following:

- (i) Machines which check the authenticity and fitness of notes, i.e. note processing machines / note sorting machines, and
- (ii) Machines which check only the authenticity of notes, i.e. note authentication machine. All these machines shall classify the individual notes as either genuine or suspect.

c) **Authenticity Check:**

The machines shall perform authenticity check with reference to the features of genuine notes as disclosed by the Reserve Bank of India from time to time. Any note, which is not found to be having all the features of a genuine note, shall be classified by the machine as suspect.

d) **Fitness Sorting:**

As a part of fitness sorting, notes with any visual or physical defects are to be sorted as unfit as per criteria set out in table 1.

Table 1 : Sorting Criteria		
Sr. No.	Features	Criteria
1	Soiling	General distribution of dirt across the entire note
2	Limpness	Structural deterioration resulting in a marked lack of stiffness.
3	Dog-ears	Corner folds
4	Tears	Lengthwise and crosswise cuts
5	Holes	Holes of a specific diameter
6	Stains	Localized concentration of dirt

7	Graffiti	Deliberate graphic alteration of the note
8	Crumples	Multiple random folds
9	Decolouration	Lack of ink on part or whole of the note, e.g. a washed note
10	Folds	Folds reducing the length or width of the note
11	Repairs	Note repaired using adhesive tape / paper / glue

i) **Soiling:**

Soiling refers to the general distribution of dirt across the entire note or in some patterns. It is a measure of the loss of reflectivity from the unprinted areas due to dirt, ageing (yellowing), wear and extraneous markings and includes decolouration due to ageing, excessive folding wear and other wearing. Soiling increases the optical density and decreases the reflectance of the notes. Notes exceeding the soiling levels set out in Table 2 shall be sorted as unfit. Both the obverse and the reverse of the note shall be checked for soiling.

Sr. No.	Denomination	Maximum Density	Minimum Reflectance	Filters
1	Rs.5	0.07	85%	Yellow
2	Rs.10	0.07	85%	Yellow
3	Rs.20	0.06	87%	Yellow
4	Rs.50	0.06	87%	Yellow
5	Rs.100	0.05	90%	Cyan
6	Rs.500	0.04	93%	Cyan
7	Rs.1000	0.03	95%	Cyan

i) **Limpness:**

Limpness relates to structural deterioration or wear resulting in a marked lack of stiffness in the note paper. Notes with a very low stiffness shall be sorted as unfit. Notes with very low stiffness of paper, i.e. with paper which is worn out in circulation or mechanically mutilated shall be sorted out as unfit. Detectors for paper quality shall be adapted to the same level as for soiling.

ii) **Dog-Ears:**

Notes with dog-ears with an area of more than 130 mm² and a minimum length of the smaller edge greater than 10 mm shall be sorted as unfit.

Chipped notes shall also be sorted as unfit.

iii) **Tears:**

Notes exhibiting at least one tear at the edge shall be classified as those having tears. Notes with tears larger than those indicated in Table 3 shall be sorted as unfit.

Table 3 : Tears			
Sr. No.	Directions	Width	Length
1	Vertical	4 mm	8 mm
2	Horizontal	4 mm	15 mm
3	Diagonal *	4 mm	18 mm

* Measured by drawing a straight line from the peak of the tear to the edge of the note where the tear begins (rectangular projection), rather than measuring the length of the tear itself.

iv) **Holes:**

This refers to notes with at least one visible hole. Notes with holes with area exceeding 10 mm² shall be sorted as unfit.

ii) **Stains:**

Stains are visible markings which that are not part of the feature of a note. Notes shall be detected as unfit if localized – i.e. with limited extension - stain can be recognized on its surface. In case the total area covered by stains exceeds 500 mm², the note shall be sorted as unfit. A note with a single stain covering an area of more than 200 mm² shall sorted as unfit. Both the obverse and the reverse of the note shall be checked for stains.

iii) **Graffiti:**

Graffiti refers to deliberate graphic alteration of the note with for example, figures or letters. Fitness sorting criteria in case of graffiti shall be the same as those for stains. Both the obverse and the reverse of the note shall be checked for graffiti.

iv) **Crumples/Folds:**

Crumpled/Folded notes shall be sorted as unfit if the folds result in reduction of the original note in length or width greater than 5 mm.

v) **Decolouration:**

Notes affected by decolouration shall be sorted as unfit if the ink is partially or wholly missing from its surface. Both the obverse and the reverse of the note shall be checked for decolouration.

vi) **Repair:**

A repaired note is created by joining parts of the same note together, for example, by using extraneous matter such as tape, paper or glue. Notes with the following types of repairs shall be sorted as unfit:

- Repairs covering an area greater than 100 mm²; or
- Thickness of the extraneous matter 50 μm or more; or
- Width of the extraneous matter 10 mm or more; or
- Length of the extraneous matter 10 mm or more.

6 **Mutilated, Imperfect and Mismatched Notes :**

A mutilated note is note, of which a portion is missing or which is composed of more than two pieces. An imperfect note is a note, which is wholly or partially, obliterated, shrunk, washed, altered or indecipherable but does not include a mutilated note. A mismatched note is a note, which has been formed by joining a half note of any one note to a half note of another note. Such notes shall be classified as unfit.

7 **Serial number capturing:**

Note Sorting Machine should be capable of Serial number capturing. And should be able to convert it into retrievable form.

8. **Blacklisting and Series Sorting:**

Note Sorting Machine should be having the function of Blacklisting (Machine should be able to reject any desired series) and Series Sorting.

9 **Color Image capture:**

Note Sorting Machine should be capable of capturing color images of the Notes.

Compliance report of the bidder -

	Particulars	Our Specifications of Desk Top Note Sorting Machines	Bidder's Compliance (Yes / No)
A	General	The machine should be compact having 2+1 pocket for banknotes	
		Hopper Capacity should be minimum 500 notes.	
		Stacker capacity should be 200 notes for each stacker	
		Reject Stacker Capacity should be 100 notes	
		Sorting Speed should be minimum 800-1000 notes per minute	
1	Model Name	(Please specify Model Number)	
1.1	Make	Indigenous/Imported/Country of Origin	
	Machine Structure	Modular with a printer for generation of the reports.	
2	Dimensions	(Length x Width x Height) (In mm)	
3	Weight	In Kilograms	
5	Banknote Standard Delivery Mode	Minimum 2 + 1	
		<ul style="list-style-type: none"> Stackers to be configured as per requirement 	
6	Range of Banknotes Width Length	63 mm – 73 mm/137mm to 177 mm	
7	Power Supply	Please Specify	
8	Power Consumption	Please Specify	
9	Ambience Temperature	Please clearly specify the Ambience Temperature Requirements.	
		<ul style="list-style-type: none"> While the machine is in operational condition 	
		<ul style="list-style-type: none"> While the machine is in non- operational condition Kindly note that in most places, there is no climate control during the non-working hours. The operating environmental requirements should be clearly specified. 	
10	Relative humidity	Please clearly specify the Relative humidity Requirements.	
		<ul style="list-style-type: none"> While the machine is in operational condition. 	

		<ul style="list-style-type: none"> • While the machine is in non- operational condition. Kindly note that in most places, there is no climate control during the non-working hours. The operating environmental requirements should be clearly specified. 	
11	Sound/Noise Level	Please Specify	
12	User Interface	Sorting machine should have <ul style="list-style-type: none"> • Printer attached • Display with Function / Menu Keys 	
13	MIS Reports	<ul style="list-style-type: none"> • The Sorting machines should generate various types of reports Balance Report/ Customer Report/ Operator Report / Difference Report/Reject Report/ Jam Recovery Report/ Machine Report/Supervisory Report. •Alert Alarm indication by blinking LED and / or beep, when stacker is full. 	
B.	Sensors		
1	Sensors (Details mentioned in the Specification column)	Sorting Machine should have the following sensors, which should be capable of detecting and checking various visible & non-visible features of Indian banknotes like print pattern, format, Size, printed image, emission and soilness. <ul style="list-style-type: none"> • Image Scan Sensor from both sides (colour) capable to scan both sides of bank note. • Magnetic Sensor • UV Dull Sensor (Fluorescence/Phosphorescence Sensor) • Tape Sensor (Thickness Sensor) • Infra red sensor • Limpness sensor • Electrical Conductivity of Security thread 	
2	Sorting Machine should be capable to do sorting in the modes mentioned in the Specification column:	Sorting Parameters <ul style="list-style-type: none"> • ATM • Fit/Customer Issuable • Gandhi/ Ashoka Pillar notes can be separated • Non Issuable/ Soiled (Ashoka Pillar Notes / banknotes of Rs.500 (M.G.) Series 1996 should automatically go to Soiled notes stacker) • Orientation Sorting. All non- oriented notes should go into reject pocket • Series Sorting: Any particular series should be sorted 	

		<ul style="list-style-type: none"> • Blacklist: Any particular Series should go into reject pocket 	
		<ul style="list-style-type: none"> • Forged notes should go into reject pocket. All the above parameters should be capable of being configured as per requirements 	
3	Fitness & Authentication Parameters	<p>Fitness Parameters</p> <ul style="list-style-type: none"> • Tears • Missing Parts • Dog-ears or Missing Corners • Limpness • Soil 	
		<p>Authentication Parameters</p> <ul style="list-style-type: none"> • Infrared Properties • UV-dull paper • Fluorescence/ Phosphorescence • Magnetic security features in ink and security threads • Thickness and Multiple items • Electrical Conductivity of Security thread 	
		All the above parameters should be capable of being configured as per requirements and the machine would be capable to generate a report to that effect.	

Place:

Signature:

Date:

Name:

Seal of the firm

A. Technical details of Note Sorting Machine (2+1 pocket) to be furnished by bidders

1. Make	
2. Model No.	
3. Capacity	Bank notes per minute
4. Input Notes: Size	
a. Range of width	Mm
b. Range of length	Mm
c. Transport speed	M/sec.
5. Feeding compartment capacity	Bank notes
6. Notes singling.	Provided/not provided Vacuum supported/Air supported
7. No. and type of sensors for authenticity and fitness detection	
8. No. of output compartments and their capacity	
9. Sorting parameters.	

B. Dimensions

1. Overall machine dimensions Length x Breadth	
2. Overall dimensions including service clearance	Mm
3. Machine weight	
4. Power supply	
Operating voltage	
Tolerance (a) Steady state	
(b) Transient	
Operating frequency	
Tolerance (a) steady state	
(b) Transient	
5. Power in KVA required for each system complete including shredder	KVA

C. Environment

(i) Operating conditions	
a. Temperature limits	
b. Relative Humidity limits	
c. Dust Level	
d. Noise level	

Place:

Signature:

Date:

Name:

Seal of the firm

Checklist for Pre-Qualification Criteria

Tender for supply, installation, commissioning & AMC of Note Sorting Machine (2+1 pocket)

Sr. No.	Criteria	Bidder Compliance
01.	Name of the Company/Address/Telephone Nos.	
02.	Date of Incorporation/Registration	Document required Copy of Certificate of Incorporation/Registration
03.	The Bidder should have been in the line of Supply, Installation, Testing and Commissioning of 'Note Sorting Machine Business' at least for last five years in India as on 30.04.2016	(Order copies should be enclosed to verify the same).
04.	The Bidder should be a having positive Net Worth in India during the last 3 financial years.	(CA certificate/ P & L account statement/Balance sheet to be given).
	2012-13	Rs.
	2013-14	Rs.
	2014-15	Rs.
05.	Bidder shall have a minimum annual turnover (Sales) during each of the past three years as on March 31, 2015.	(CA certificate/ P & L account statement/Balance sheet to be given).
	Turnover for 2012-13	Rs.
	Turnover for 2013-14	Rs.
	Turnover for 2014-15	Rs.
06.	Bidder shall have supplied at least 50 (2+1) Note Sorting Machines on 30.04.2016.	(Order copies/completion certificate should be enclosed).
07.	The model quoted by the bidders should have been released/operational in the market for at least nine month as on 30.04.2016 (for which proof shall be furnished) confirming to the technical specifications.	Necessary document to verify the same to be submitted.
08.	Authorization to bid from the manufacturer or dealer	
9.	Declaration on Letter Head that the Company has never been involved in any illegal activities or financial frauds (Yes/No)	
10.	Declaration on Letter Head that the Company has never been blacklisted. (Yes/No)	
11.	Whether the Vendor is the manufacturer of authorized dealer (Copy of authorization certificate to be submitted)	

Place:

Signature:

Date:

Name:

Seal of the firm

**Undertaking of Authenticity for Note Sorting Machine (2+1
pocket)**

To,

Shree Siddhivinayak Ganapati Temple Trust (Prabhadevi) Mumbai.

**Ref: Our bid for Supply, Installation and
Maintenance of Note Sorting Machine (2+1
pocket).**

With reference to the Note Sorting Machine being quoted by you vide tender cited above, it is submitted as under:

We hereby undertake that all the components/parts/assembly/software used in the Note Sorting Machine shall be original new components/parts/assembly/software only, from respective OEMs of the products and that no refurbished/duplicate/second hand components/parts/assembly/software are being used or shall be used.

In case of default and we are unable to comply with above at the time of delivery or during installation for the above machine already billed, we agree to take back the supplied machines without demur, if already supplied and return the money if any paid to us by you in this regard. We also take full responsibility of both Parts & Service as per service level agreement (SLA) as per the content even if there is any defect by our authorized Service Centre.

Dated at this day of 2016

**Signature & Seal of Bidder/Authorised
Representative**

MANUFACTURE'S AUTHORIZATION FORM

No.

Dated: / /2016

To,

Shree Siddhivinayak Ganapati Temple Trust (Prabhadevi) Mumbai.

Dear Sir,

Supply, installation of Note Sorting Machines (2+1 pocket)

We _____ who are established and
reputed

manufactures of Note Sorting Machines having manufacturing facility at
.....and do hereby authorize M/s.
.....(Name and address of Agents) to submit a bid,
and sign the contract with you for the goods manufactured by us against the
above tender.

We hereby extend our full guarantee and warranty as per Clauses of Contract for
the goods and services offered for supply by the above firm against this tender.

Yours faithfully,

(NAME)

(Name of Manufacturers)

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 Bidder in its bid.

Declaration by the Applicant:

Ref No.

Date

To,

Shree Siddhivinayak Ganapati Temple Trust (Prabhadevi) Mumbai.

Dear Sir,

Name of The Work: Supply & Installation of Note Sorting Machines
(2+1 pocket)

I/We have read and understood the press notice and the notification in trusts web-site for Pre-qualification and instructions to the Applicants. I/We do hereby declare that the information furnished by me/us are correct to the best of my/our knowledge and belief.

Yours faithfully

Signature: Name:
Designation: Address: Seal:

BANK GUARANTEE PROFORMA

1. In consideration for the Shree Siddhivianayak Ganapati Temple Trust (Prabhadevi) Mumbai 400 028 (hereinafter called the Trust) having agreed to exempt M/s _____ (hereinafter called "the said contractor(s)" from the demand, under the terms and conditions contemplated in the tender document and /or of an Agreement dated _____ made between the Shree Siddhivianayak Ganapati Temple Trust (Prabhadevi) Mumbai 400 028 (hereinafter called the Trust) and and M/s _____ of EMD/Performance Security for the due fulfillment of the said contractor (s) of the terms and conditions contained in the said Agreement, on production of Bank Guarantee for Rs. _____ (Rupees _____).

(Indicated the name of the bank) at the request of M/s _____ contractor (s) do hereby undertake to pay to the TRUST an amount not exceeding Rs. _____ (in words Rs. _____) Against any loss or damage caused to or suffered would be caused to or suffered by the TRUST by reason of any breach of the said M/s _____ contractor (s) of any of the terms or conditions contained in the said agreement.

2. We _____ do hereby undertake to pay the amount due and payable this Guarantee without any demur, merely or a demand from the TRUST stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the TRUST by reason of breach by the said contractor (s) of any of the terms or conditions contained in the said agreement or by reason of the contractor (s) failure to perform that said agreement., Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this Guarantee shall be restricted to an amount not exceeding Rs. _____ which is an amount equivalent to 10% of the value of contract.

3. We undertake to pay the TRUST any money so demanded notwithstanding any dispute or disputes raised by the contractor (s)/supplier (s) in any suit or proceeding before any Court or Tribunal relating thereto liability under this present being absolute and unequivocal.

The payment so made by us under his Bond shall be a valid discharge of our liability for payment there under and the contractor (s) /supplier(s) shall have no claim against us for making such payment.

4. we, _____ Further agree that the guarantee herein contained shall remain to in full force and effect during the period that would be taken for the performance of the Agreement/validity of the offer and that it shall continue to be enforceable till all the dues of the TRUST under or by virtue of the said Agreement have been fully paid and its claim satisfied or discharged or till the end of the defect liability period that the terms and conditions of the said Agreement have been fully and properly carried out by the said contractor (s) and accordingly discharges this Guarantee. Unless a demand or claim under this Guarantee is made on us in writing on or before the _____ Guarantee thereafter.

5. We _____ further agree with the TRUST that the TRUST shall have the fullest liberty without our consent and without affecting in any manner

our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the TRUST against the said contractor (s) and the forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said contractor (s) or for any forbearance, act or omission of the part of the TRUST or any indulgence by the TRUST to the said contractors or by any such matter or thing whatsoever which under that law relating to sureties would, but for this provision, have effect of so relieving us.

6. Notwithstanding anything contained herein above our liability under the guarantee is restricted to Rs. _____ And shall remain in force until _____ unless acclain or suit under this guarantee is filed with us on before_____ ALL OUR RIGHTS UNDER THE GUARANTEE SHALL BE FOREETTED and Bank shall be relieved and discharged from all liabilities therein.

7. This Guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor (s) /supplier (s).

8. We _____Lastly undertake not to revoke this Guarantee except with the previous consent of the TRUST in writing.

Dated the _____ date of 2016

For

(indicate the name of bank)

Signature
Name of the Officer
(in block capitals)
Designation of
Code no.
Name of the Bank & Branch

Signature

To be counter signed by the branch bank of the indenter

PRICE/COMMERCIAL BID
Note Sorting Machine(2+1)

Sr. No.	Description	Qty (Nos)	Rate per unit (Rs.)
A	Supply , installation, testing & commissioning of Note Sorting Machine conforming to technical specification, scope of work and the intended purpose with capacity of minimum 800-1000 per minute with 2+1 pocket	3 (Three)	
	Model No. (Please indicate only one model no. and technical catalogue in support to be provided.)		

Sr. No.	Particulars	Qty (Nos)	AMC Charges per year (Rs.)
B	Annual Maintenance Contract (AMC) (comprehensive) for one year's period payable annually in advance after expiry of the warranty period taxes will be paid extra at actual.	3 (Three)	

- 1. Payment of Taxes** – Price quoted should be inclusive of Excise Duties, transportation, installation, Insurance etc. or any other charges. VAT/Sales, Service Tax will be paid extra at actual.
- 2. Octroi/Entry tax** - will be reimbursed on actual basis on production of original receipt
- 3. Warranty** – One year from the date of successful installation & commissioning.
- 4. Supply and Installation Period**– Maximum 45 days from the date of PO

Place:

Signature:

Date:

Name:

Seal of the firm