**THE CITIZENS' CO-OPERATIVE BANK LTD.,**

***ADMINISTRATIVE OFFICE;117-A/D GANDHI NAGAR , JAMMU*.**

***EPBAX: 2432058*** ***FAX NO: 0191-2432036***

# Tender Document

## For

***Providing and fixing of Counters, Cabins and other allied infrastructural and decorative items including false ceiling in the newly acquired premises for Bank’s Branches at Vijaypur*.**

**THE CITIZENS’ CO-OPERATIVE BANK LLTD.,**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036



**Notice Inviting Tender (NIT)**

Sealed tenders are invited from reputed firms/contractors preferably dealing with banks for providing and fixing of Counters, Cabins and other allied infrastructural and decorative items including false ceiling and electrical items in the newly acquired premises for bank’s branches at Transport Nagar and Vijaypur Jammu , the details of items/works is given in the Tender Document. The tender document can be obtained from the office of Managing Director, Citizens’ Cooperative Bank Ltd. 117 A/D Gandhi Nagar Jammu on any working day from 10 A.M to 5 P.M except Saturday (10 A.M to 2 P.M ) against cash payment of Rs. 1000/- (Rupees one thousand only), which is non-refundable or in the shape of Demand Draft favouring Managing Director, The Citizens’ Cooperative Bank Ltd. Jammu or can be downloaded from bank’s website [www.citizenscooperativebankjammu.com](http://www.citizenscooperativebankjammu.com).

The tender duly filled in accompanied by an earnest money in the shape of CDR/FDR for Rs.25,000/- pledged to Managing Director, Citizens’ Cooperative Bank Ltd. Jammu shall be submitted in Bank’s Administrative Office at 117-A/D Gandhi Nagar Jammu on or before 8th of August 2014.

**MANAGING DIRECTOR**



**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036

**Tender Notice**

i.e.

Sealed tenders are invited by the bank from the authorized dealers/authorized distributors/Channel partner having their after sales service network in Jammu for supply and installation of one Coin Dispensing Machine at R.S.Pura branch of the bank. The tender form containing technical specifications and other terms and conditions can be obtained from the Administraive Office of the bank or can be downloaded from the banks Website [www.citizenscooeprativebankjammu.com](http://www.citizenscooeprativebankjammu.com) on a non-refundable cash payment of Rs.500/- only.

The Tender form duly filled in accompanied by an earnest money in the shape of CDR/FDR for Rs.10,000/- pledged to the Managing Director, The Citizens’ Cooperative Bank Ltd. Jammu shall be submitted in the Administrative Office of the Bank at 117 A/D Gandhi Nagar Jammu by or before 17th July upto 5 P.M. The bank reserves the right to accept or reject any or all offers without assigning any reasons thereof.

**MANAGING DIRECTOR**



**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036

**Tender Notice**

i.e.

Sealed tenders are invited by the bank from the authorized dealers/authorized distributor/Manufactures having their after sales service network in Jammu for supply and installation of 40 SMF VRLA UPS Batteries at our different branches in Jammu specification of batteries are 45 AH/12V & 42 AH/12V Battery Make : Exotic, Amara Raja, Okaya or Panasonic Tender duly filled on the letter head of the supplier accompanied by an earnest money in the shape of CDR/FDR for Rs.10,000/- pledged to the Managing Director, The Citizens’ Cooperative Bank Ltd. Jammu shall be submitted in the Administrative Office of the Bank at 117 A/D Gandhi Nagar Jammu by or before July 20th upto 5 P.M. The bank serves the right to accept or reject any or all offer without assuring any reasons thereof.

**MANAGING DIRECTOR**



**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036

**Tender Notice**

i.e.

Sealed tenders are invited by the bank from the firms dealing in the business of Silent Gen sets for supply, installation & commissioning of the same on rental basis for 10,15, & 25 KVA capacity both for branded and unbranded Sets without Diesel and with and without mobiloil . Interested firms/parties dealing in the relevant field having executed similar works in other banks/financial institutions may submit their tenders. Tender document can be obtained from the Administrative Office of the bank during office hours or can be downloaded from Bank’s website www.citizenscooeprativebankjammu.com. Against payment of Rs.1000/- (non-refundable) as tender fee in cash/Demand Draft in favour of the Managing Director The Citizens’ Cooperative Bank Ltd. payable at Jammu. The tender form duly filled in accompanied by an earnest money in the shape of CDR/FDR for Rs.20,000/- pledged to the Managing Director, The Citizens’ Cooperative Bank Ltd. Jammu shall be submitted in the Administrative Office of the Bank at 117-A/D Gandhi Nagar Jammu by or before 13th of Nov. 2013 upto 5 P.M.. The bank reserves the right to accept/reject any or all tenders without assigning any reason/s thereof.

**MANAGING DIRECTOR**

**THE CITIZENS' CO-OPERATIVE BANK LTD.,**

***ADMINISTRATIVE OFFICE;117-A/D GANDHI NAGAR , JAMMU*.**

***EPBAX: 2432058*** ***FAX NO: 0191-2432036***

# Tender Document

## For

*Supply, Installation and Commissioning of :-*

***Silent Gen Set -10, 15& 25 KVA on rental Basis***

***without Diesel and with & without mobiloil - Upto 14 Nos***

*in*

*Head Office & different Branches of the bank.*

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**THE CITIZENS' CO-OPERATIVE BANK LTD.,**

***ADMINISTRATIVE OFFICE;117-A/D GANDHI NAGAR , JAMMU*.**

***EPBAX: 2432058*** ***FAX NO: 0191-2432036***

# Tender Form

Cost of tender document received vide Bank Draft/Cash Receipt No.\_\_\_\_\_\_\_\_ Dated\_\_\_\_\_\_\_\_\_ for Rs.1,000/-

**Tender for :- Supply of Silent Diesel Generator Sets on rental basis.**

**Earnest Money** of Rs.20000/- In the shape of Bank’s CDR/FDR No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_dated\_\_\_\_\_\_\_\_\_\_\_\_\_ of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Bank enclosed.

To

The Managing Director

The Citizens’ Cooperative Bank Ltd.

Administrative Office

117-A/D Gandhi Nagar, Jammu

!/We\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_S/O Sh.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

R/O \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Prop. M/S\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby supply Silent Diesel Generator Sets to The Citizens’ Cooperative Bank Ltd. Administrative Office, 117-A/D Gandhi Nagar Jammu and declare as under :-

1. I/we have sufficient experience for supply & maintenance of DG Sets.
2. That I/We have carefully gone through the terms and conditions of the Tender and bind myself/overselves to adhere to the quality and service parameters.
3. That the rates quoted in the enclosed tender form have been written by me/ us under my/our personal supervision and are firm.
4. That I/We shall be bound by the Citizens’ Coop. Bank Ltd.Jammu instructions regarding quality of our services.
5. That the rates quoted are not above the rates applicable for Central/State Governments/ Autonomous Organization.

Name and Address of the tenderer

**Specifications of :**

**Silent Diesel Generator Set**

**Water cooled/Air cooled : Single phase 15 KVA & 25 KVA.**

Diesel Generators Set with Silent canopy for outdoor installation.

DG set shall be CPCB approved.

**Following shall be included with the tender :**

- Generator set photographs (suitable size) of all sides.

- Genset Technical Data , design and performance, specifications (tabulated data that identifies make , model and country of origin as attachment) for the following:

1) Engine (Including its relevant components).

2) Alternator (Including its relevant components).

3) Control panel (Including its relevant components).

4) Auxiliary components ( which ever applicable):

a) Electrical charger.

b) genset circuit breaker etc.

c) Starter components.

d) Solenoid.

e) Dynamo charger.

f) Injection pump.

g) Exhaust system.

h) Jacket water heater.

**Preferred Make for Engine & Alternator :**

Cummins/Kirloskar/L&T/Mahindra/Escorts/Meeraco/Leroysomer /Stamford

The output waveform should be pure sine.

**Drawings** - General dimensions drawings showing overall generator set measurements, mounting location, and interconnect points for load leads, fuel, exhaust, cooling and drain lines.

**Canopy Requirements:**

a) The enclosure shall allow easy access to the engine, alternator, radiator filler cap and control cubicle for easy maintenance purposes.

b) The starter battery in sound-proof canopy sets shall be housed in an insulated compartment with forced air flow when the engine is running. It should be provided with easy access for maintenance and removal of the battery.

c) The enclosure shall be designed to be Water and weather-proof.

d) The noise level generated by the set at full load should be less than 75 dB (A) at 1meter.

e) Canopy shall be capable of anti corrosion to withstand high humidity.

***Warranty Statements:***

- “All Gensets shall be under **two years on-site** comprehensive warranty support from the date of installation at the site. All Genset parts shall be covered during warranty. Warranty is for replace and repair any part in genset from any damage or any fault may occur during warranty period.

Service - Location and description of local part's suppliers and services center including parts inventory and number of qualified generator set service personnel.

- The outstation manufacturers shall have a local authorized dealer who can provide factory trained servicemen.

Bidders should quote AMC rates for three years after expiry of warranty.

**Note : All the bidders should provide complete technical details in the items mentioned in**

**tender document. Any offer providing incomplete details will be rejected and no clarifications will be sought.**

**Terms and Conditions:-**

* *Tenderers are requested to quote rates clearly in words and figures and no overwriting should be done. In case of overwriting or cutting the same should be attested with Stamp and Signature of Firm/Authorized Agent submitting the Tender.*
* *No conditional tender will be accepted.*
* *Successful tenderer will have to execute the supplies within 15 days from the date of issue of order.*
* *Delayed execution of supply after the expiry of stipulated period shall attract penalty of Rs.200/- per day till the execution of supply order .*
* *The CDR/FDR of the successful tenderer pledged to the bank shall be released in their favour 12 months after the execution of successful work.*
* *Rates should be F.O.R at Jammu, R.S.Pura, Akhnoor and Vijaypur and nothing extra will be paid on account of loading/unloading freight or toll etc.*
* *D.G Sets shall be CPCB approved.*
* *Quantity of Gen Sets can decrease/increase.*
* *TDS shall be deducted as applicable.*
* *Successful tender will have to ensure hassle fee services to the bank. Any breakdown/mechanical fault occurring to the D.G set.s shall have to be rectified/set right within an hour’s time of the fault reporting for the City based branches and within two hours time for the branches outside Jammu City viz; Akhnoor and Vijaypur. Penalty shall be imposed on the firm @ Rs.100/- per hour beyond stipulated time limit.*
* *The noise level generated by the set at the full load should be less than 75 db at 1 (one) meter.*

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**APPLICATION FORM**



**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036

**NOTICE**

It is for information of the valuable Clients of the Bank that Chairman of the bank shall be available in his Office Chamber for meeting the Clients & Members at 117 –A/D Gandhi Nagar Jammu on each Friday from 4 P.M to 5 P.M.

**MANAGING DIRECTOR**

**SHORT TERM QUOTATION**.

Short Term quotations are invited by the Bank from the interested parties/firms having expertise in the relevant field with their service set up in Jammu for migration of existing data of four Branches of the bank from TBA to CBS environment

Interested parties dealing in the relevant field having executed similar works in the Banks/Financial Institutions can submit their quotations alongwith earnest money in the shape of CDR/FDR for Rs.10,000/- favouring Managing Director The Citizens’ Coop. Bank Ltd. Jammu by or before 11th of Sept. 2013 up to 5 P.M. at. Adm. Office 117-A/D Gandhi Nagar Jammu. The details of work can be obtained from this office.

The bank reserves the right to accept or reject any/all the quotation/**s** without assigning any reason thereof.

**MANAGING DIRECTOR**

Scope of work for migration of Data of four Branches from TBA to CB environment includes :

1. Extraction of Data of four TBA branches viz Moti Bazar, New Plots, Kanak Mandi and Vinayak Bazar.

1. Balancing of a extracted data viz balancing of product level with G.L. level.
2. Compilation of data as per the requirement of M/S C-edge Technology for final migration from TBA to CBS.

The above said job is to be completed within a period of 21 days per branch from the date of allotment of order

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**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036

**ATTENTION DEFAULTERSA**

it is to bring to notice of all the defaulters including those who have availed the OTS scheme to deposit their dues in time failing which the names alongwith photographs of both borrowers/ guarantors shall be published in local daily newspaper. Besides a dharna will be organized in front of their house under name and shame policy of the Bank.

**GENERAL MANAGER**



**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036

**NOTICE**

All the customers of The Citizens’ Cooperative Bank Ltd. Jammu are hereby informed that as per directive issued by the Reserve Bank of India, standardization and enhancement of security features in cheeuqe forms and its migration **‘CTS-2010’** Standard, all the branches of our Bank will noW issue only ‘**CTS -2010’** Standard cheques to their customers. Non-CTS cheqeus will be out of circulation with effect from 31.07.2013 and will not be acceptable in clearing system also. All the esteemed customers of The Citizens’ Cooperative bank Ltd. Jammu are requested to contact their branches immediately to submit their requisition for issuance of ‘**CTS-2010’** Standard cheques and surrender the existing non-CTS cheques for cancellation.

**MANAGING DIRECTOR**



**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036

**Extension Notice**

This is in reference to our publication dated 04.08.2013 inviting offer for premises of Vijaypur branch. The last date of receipt of tenders has been extended upto 24th August, 2013. The other details shall remain unchanged.

**MANAGING DIRECTOR**



**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036

**BANK PREMSIES REQUIRED**

Bank is looking for suitable premises for its Vijaypur Branch in the vicinity of main market The carpet area of the building should be approximately 1500 sqft. preferably on the ground floor. Interested party (s) having suitable building and willing to alter, construct the building as per bank’s requirements may submit their proposals in a sealed cover/envelope specifying therein the location of the building, carpet area , parking facility, expected rent enclosing therewith Blue print . The envelope containing offer should be addressed to Managing Director The Citizens’ Coop. Bank Ltd. 117 A/D Gandhi Nagar Jammu and Superscribed as **“ Offer for Bank Premises for Vijaypur Branch”** and should reach this office on or before 15.08.2013.

Bank reserves the right to accept or reject any or all offers without assigning any reason thereof.

**MANAGING DIRECTOR**



**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036

**BANK PREMISES REQUIRED**

Bank is looking for a suitable premises for its Branches viz;

|  |  |  |
| --- | --- | --- |
| S.No. | Location | Minimum Area in sqft. |
| 1. | Kanak Mandi | 1000 sqft. |
| 2. | Ware House | 1000 sqft. |

in the vicinity of main market

in the concerned area preferably on the ground floor. Interested party (s) having suitable building and willing to alter, construct the building as per bank’s requirements may submit their proposals in a sealed cover/envelope specifying therein the location of the building, carpet area , parking facility, expected rent and enclosing therewith Blue print. The envelope containing offer should be addressed to Managing Director The Citizens’ Coop. Bank Ltd. 117 A/D Gandhi Nagar Jammu and Superscribed as **“ Offer for Bank Premises for Kanak Mandi/Ware House Branch”** and should reach this office by or before 15.03.2014.

Bank reserves the right to accept or reject any or all offers without assigning any reason thereof.

**MANAGING DIRECTOR**



**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036

**OFFER**

**“DHAMAKA”**

**CONSUMER LOAN**

**for Rs.50,000/-**

**&**

**get 50% rebate on Interest**

**being a good pay master of the Bank**



**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036

**Tender Notice**

i.e.

Sealed tenders are invited from the reputed firms /authorized dealers/OEMs having their after sales service network in Jammu and valid TIN for supply, installation, testing & commissioning of :

Silent Gen Set -15 KVA and 25 KVA

The Tender forms containing specifications of item and other term and conditions can be obtained from the Administrative Office of the Bank at 117-A/D Gandhi Nagar Jammu or can be downloaded from Bank’s website www.citizenscooeprativebankjammu.com. on a cash payment of Rs.1000/-

The tender form duly filled in in two separate envelops superscribed Part-I : technical Bid; Part-II : Financial Bid , accompanied by an earnest money in the shape of CDR/FDR for Rs.50,000/- pledged to the Managing Director, The Citizens’ Cooperative Bank Ltd. Jammu shall be submitted in the Administrative Office of the Bank at 117-A/D Gandhi Nagar Jammu by or before 30th May . 2013. The bank reserves the right to accept/reject any or all tenders without assigning any reason/s thereof.

The firms who had applied in the previous tenders and their EMD’s are laying with the bank, need not to attach new EMD’s with the offer.

**MANAGING DIRECTOR**



**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036

**PUBLIC NOTICE**

As per guidelines issued by Reserve Bank of India {RBI) operations in the bank accounts are to be allowed by the banks only if accounts maintained by its customers are KYC ( Know Your Customer) compliant. All the valuable customers of our bank are requested to submit their KYC documents in their respective branches in order to update their KYC details to make their accounts K'YC complaint. Cooperation shall help us to serve you better.

**MANAGING DIRECTOR**

**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036



**Public Notice**

As per guidelines issued by Reserve Bank of India operations in the bank accounts are to be allowed by the banks only if accounts maintained by its customers are KYC (Know Your Customer) compliant. All the valuable customers of our bank are requested to submit their KYC documents Viz Photo Identity Proof, Residence Proof, Photo copy of PAN Card etc. in their respective Branches in order to update their KYC details to make their accounts KYC compliant. Cooperation of customers shall help the bank to serve them better.

**MANAGING DIRECTOR**

**Extension Notice**

Due to poor response the date of receipt of Tenders invited by the bank on 01.04.2013 for premises of its Ware House & Vijaypur Branch has been extend upto 24th April, 2013. The other details shall remain unchanged.

**MANAGING DIRECTOR**

{A} Two (2} Recent Passport Sim Photographs.

(B) Proof of Identity (Any one-of the following duly attested)

(i} Driving Lic:ense

(ii)Passport

(iii) Voter JD Card

,{iv} Govt./Defense ID card

{VI PAN card

(vi) Aadhaar Letter/Card

{vii} NREGA Job Card

(viii} Photo 10 Cards (Subject to Bank's satisfaction) {C)Proof of latest Residential Address {Anyone of the following :-}

(i} Telephone Bill

{ii} Electricity Bin

{iii} Ration Card

(iv} Passport

(v) Letter from any recognized public authority

(vi) Aadhaar Letter/Cant

(vii) NREGA Job Card

(viii) Letter from Employer { Subject to Bank's satisfaction}

All our valuable customers may note that the formalities updating the KYC details at the respective branches to be completed within a period of 60 days from the date of Publication of notice failing which bank shall be constrained to stop the' operations in the Non KYC updated accounts after expiry of the stipulated period : without any further notice to such customer. Consequences if any !hat may arise from further to update the KYC details of the accounts shall be sole responsibility of such customers.

**CONGRATULATIONS**

**Extension Notice**

**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036



**Extension Notice**

Due to poor response the date of Short Term quotations invited by the bank on 10.04.2013 for providing/fixing of Toughened glass, Flooring Carpet, Roller Blinds and supply of Air-Conditioners has been extended upto 19th April, 2013. The other details of the work shall remain same.

**MANAGING DIRECTOR**

**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036



**SHORT TERM QUOTATION**.

Short Term sealed quotations are invited by the Bank from the firms/parties dealing in the relevant field for the following jobs:-

1. P/F of Toughened glass(Plain/Itched) ( 10/12mm) with connecting SS Clamps and other accessories as per requirement – approximate 300 Sqft.
2. P/F of Flooring Carpet as per approved colour and sample - approximate 400 Sqft.
3. P/F of Roller Blinds as per approved colour, make: Vista /Mac - approximate 250 Sqft.
4. Supply of 1.5/2 ton A/C (Split & Window with transformer, make:Voltas/Blue Star/Carrier /Samsung. - approximate 3 each.

The details of work to be executed can be obtained from this office.

The firms dealing in the relevant field may submit their proposal in Sealed Cover addressed to Managing Director of the bank by or before 16th of April 2013 . The bank reserves the right to accept or reject any or all quotations without assigning any reason thereof.

**MANAGING DIRECTOR**



**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036

**BANK PREMSIES REQUIRED**

Bank is looking for suitable premises for its Transport Nagar,Ware House and Vijaypur Branches in the vicinity of main market in the concerned area. The carpet area of the buildings should be approximately 1500 sqft. preferably on the ground floor. Interested party (s) having suitable building and willing to alter, construct the building as per bank’s requirements may submit their proposals in a sealed cover/envelope specifying therein the location of the building, carpet area , parking facility, expected rent enclosing therewith Blue print and accompanied by a CDR of Rs.10,000/- favouring Managing Director , The Citizens’ Coop. Bank Ltd. Jammu. The envelope containing offer should be addressed to Managing Director The Citizens’ Coop. Bank Ltd. 117 A/D Gandhi Nagar Jammu and Superscribed as **“ Offer for Bank Premises for Transport Nagar, Ware House & Vijaypur Branch”** and should reach this office on or before 15.04.2013.

Bank reserves the right to accept or reject any or all offers without assigning any reason thereof.

MANAGING DIRECTOR

**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036



**SHORT TERM QUOTATION**.

Short Term sealed quotations are invited by the Bank from the firm/parties dealing in Aluminum work for providing and fixing Aluminum partitions, Doors, Windows and Ventilators at the Administrative Office of the Bank. The details of work to be executed can be obtained from this office.

The firms dealing in the relevant field may submit their proposal in Sealed Cover addressed to Managing Director of the bank by or before Ist of April 2013 . The bank reserves the right to accept or reject any or all quotations without assigning any reason thereof.

**MANAGING DIRECTOR**



**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036

**Tender Notice**

i.e.

Sealed tenders are invited from the reputed firms /authorized dealers/OEMs having their after sales service network in Jammu and valid TIN for supply, installation, testing & commissioning of :

1. 5 KVA ON LINE UPS
2. Silent Gen Set -15 KVA and 25 KVA

The Tender forms containing specifications of item and other term and conditions can be obtained from the Administrative Office of the Bank at 117-A/D Gandhi Nagar Jammu or can be downloaded from Bank’s website www.citizenscooeprativebankjammu.com. on a cash payment of Rs.1000/-

The tender form duly filled in in two separate envelops superscribed Part-I : technical Bid; Part-II : Financial Bid , accompanied by an earnest money in the shape of CDR/FDR for Rs.20,000/- for work “A” a Rs.50,000/- for work “B” pledged to the Managing Director, The Citizens’ Cooperative Bank Ltd. Jammu shall be submitted in the Administrative Office of the Bank at 117-A/D Gandhi Nagar Jammu by or before 28th Feb. 2013. The bank reserves the right to accept/reject any or all tenders without assigning any reason/s thereof.

**MANAGING DIRECTOR**

**THE CITIZENS' CO-OPERATIVE BANK LTD.,**

***ADMINISTRATIVE OFFICE;117-A/D GANDHI NAGAR , JAMMU*.**

***EPBAX: 2432058*** ***FAX NO: 0191-2432036***

# Tender Document

## For

*Supply, Installation, testing and Commissioning of :-*

***Silent Gen Set -15 KVA and 25 KVA : Upto 14 Nos***

*in*

*Head Office & different Branches of the bank.*

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**THE CITIZENS' CO-OPERATIVE BANK LTD.,**

***ADMINISTRATIVE OFFICE;117-A/D GANDHI NAGAR , JAMMU*.**

***EPBAX: 2432058*** ***FAX NO: 0191-2432036***

# Tender Form

Cost of tender document received vide Bank Draft/Cash Receipt No.\_\_\_\_\_\_\_\_ Dated\_\_\_\_\_\_\_\_\_ for Rs.1,000/-

**Tender for :- Procurement of Silent Diesel Generator Sets.**

**Earnest Money** of Rs.50,000/- In the shape of Bank’s CDR/FDR No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_dated\_\_\_\_\_\_\_\_\_\_\_\_\_ of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Bank enclosed.

To

The Managing Director

The Citizens’ Cooperative Bank Ltd.

Administrative Office

117-A/D Gandhi Nagar, Jammu

!/We\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_S/O Sh.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

R/O \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Prop. M/S\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby supply of Silent Diesel Generator Sets to The Citizens’ Cooperative Bank Ltd. Administrative Office, 117-A/D Gandhi Nagar Jammu and declare as under :-

1. I/we have sufficient experience for supply of DG Set.
2. That I/We have carefully gone through the terms and conditions of the Tender and bind myself/overselves to adhere to the quality and quantity parameters and rates.
3. That the rates quoted in the enclosed tender form have been written by me/ us under my/our personal supervision and are firm.
4. That I/We shall be bound by the Citizens’ Coop. Bank Ltd.Jammu instructions regarding quality and quantity materials and other conditions.
5. That the rates quoted are not above the rates applicable for Central/State Governments/ Autonomous Organization.

Name and Address of the tenderer

**Specifications of :**

**Silent Diesel Generator Set**

**Water cooled/Air cooled : Single phase 15 KVA & 25 KVA.**

Diesel Generators Set with Silent canopy for outdoor installation.

DG set shall be CPCB approved.

**Following shall be included with the tender :**

- Generator set photographs (suitable size) of all sides.

- Genset Technical Data , design and performance, specifications (tabulated data that identifies make , model and country of origin as attachment) for the following:

1) Engine (Including its relevant components).

2) Alternator (Including its relevant components).

3) Control panel (Including its relevant components).

4) Auxiliary components ( which ever applicable):

a) Electrical charger.

b) genset circuit breaker etc.

c) Starter components.

d) Solenoid.

e) Dynamo charger.

f) Injection pump.

g) Exhaust system.

h) Jacket water heater.

**Preferred Make for Engine & Alternator :**

Cummins/Kirloskar/L&T/Mahindra/Escorts/Meeraco/Leroysomer /Stamford

The output waveform should be pure sine.

**Drawings** - General dimensions drawings showing overall generator set measurements, mounting location, and interconnect points for load leads, fuel, exhaust, cooling and drain lines.

**Canopy Requirements:**

a) The enclosure shall allow easy access to the engine, alternator, radiator filler cap and control cubicle for easy maintenance purposes.

b) The starter battery in sound-proof canopy sets shall be housed in an insulated compartment with forced air flow when the engine is running. It should be provided with easy access for maintenance and removal of the battery.

c) The enclosure shall be designed to be Water and weather-proof.

d) The noise level generated by the set at full load should be less than 75 dB (A) at 1meter.

e) Canopy shall be capable of anti corrosion to withstand high humidity.

***Warranty Statements:***

- “All Gensets shall be under **two years on-site** comprehensive warranty support from the date of installation at the site. All Genset parts shall be covered during warranty. Warranty is for replace and repair any part in genset from any damage or any fault may occur during warranty period.

Service - Location and description of local part's suppliers and services center including parts inventory and number of qualified generator set service personnel.

- The outstation manufacturers shall have a local authorized dealer who can provide factory trained servicemen.

Bidders should quote AMC rates for three years after expiry of warranty.

**Note : All the bidders should provide complete technical details in the items mentioned in**

**tender document. Any offer providing incomplete details will be rejected and no clarifications will be sought.**

**Terms and Conditions:-**

* *Tenderers are requested to quote discount percentage clearly in words and figures and no overwriting should be done. In case of overwriting or cutting the same should be attested with Stamp and Signature of Firm/Authorised Agent submitting the Tender Notice.*
* *No conditional tender will be accepted. Quotation should be clear and no condition on account of quoted discount will be considered.*
* *Successful tenderer will have to execute the supplies within 15 days after the issue of order.*
* *Delayed execution of supply after the expiry of stipulated period shall attract penalty of Rs.500/- per day till the execution of supply order .*
* *The CDR/FDR of the successful tenderer pledged to the bank shall be released in their favour 24 months after the execution of successful work.*
* *The tenderers are required to clearly mention Warranty period on articles supplied.*
* *Rates should be F.O.R at Jammu, R.S.Pura, Akhnoor and Vijaypur and nothing extra will be paid on account of loading/unloading freight or toll etc.*
* *Quantity of items can decrease/increase.*

*\*\*\*\*\*\*\*\*\**

**THE CITIZENS' CO-OPERATIVE BANK LTD.,**

***ADMINISTRATIVE OFFICE;117-A/D GANDHI NAGAR , JAMMU*.**

***EPBAX: 2432058*** ***FAX NO: 0191-2432036***

# Tender Form

Cost of tender document received vide Bank Draft/Cash Receipt No.\_\_\_\_\_\_\_\_ Dated\_\_\_\_\_\_\_\_\_ for Rs.1,000/-

**Tender for :- Procurement of On Line UPS/ Silent Diesel Generator Sets.**

**Earnest Money** of Rs. 20,000/- for On Line UPS and Rs.50,000/- for Diesel Generator Sets. In the shape of Bank’s CDR/FDR No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_dated\_\_\_\_\_\_\_\_\_\_\_\_\_ of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Bank enclosed.

To

The Managing Director

The Citizens’ Cooperative Bank Ltd.

Administrative Office

117-A/D Gandhi Nagar, Jammu

!/We\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_S/O Sh.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

R/O \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Prop. M/S\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby supply of On Line UPS / Silent Diesel Generator Sets to The Citizens’ Cooperative Bank Ltd. Administrative Office, 117-A/D Gandhi Nagar Jammu and declare as under :-

1. I/we have sufficient experience for supply of On Line UPS/DG Set.
2. That I/We have carefully gone through the terms and conditions of the Tender and bind myself/overselves to adhere to the quality and quantity parameters and rates.
3. That the rates quoted in the enclosed tender form have been written by me/ us under my/our personal supervision and are firm.
4. That I/We shall be bound by the Citizens’ Coop. Bank Ltd.Jammu instructions regarding quality and quantity materials and other conditions.
5. That the rates quoted are not above the rates applicable for Central/State Governments/ Autonomous Organization.

Name and Address of the tenderer

**Specifications of :**

1. **ON LINE UPS**

Online 5 KVA UPS, Single Phase with isolation transformer.

Input: 160V-260V, 50 +/-3% Hz single phase AC.

Output: 230V +/-1% (with alternative setting for 220V +/-1%) ,50 +/-0.5Hz, single phase.

1 hour Back up on full load ,to be supplied with Battery Rack .

**UPS Power factor at rated load :**

Better than 0.9.lagging

**Protections**

Following protections shall be provided in UPS:

1. Over voltage, short circuit and overload at UPS output terminal.
2. Under voltage at battery terminal.
3. Over shoot and under shoot shall not be greater than 4% rated voltage for

**Indicators**

Following indicators shall be provided :-

1. Mains presence.
2. Battery charging and discharging
3. Output overload
4. Low Battery voltage

**For Battery bank:**

a. UPS shall be supplied with SMF VRLA battery only.

b. Tenderers shall declare battery AH capacity, battery voltage, number of batteries of each rating, make and model of batteries offered with each item

of UPS.

c. Batteries for UPS shall be of the following makes:-

Exide, Panasonic, Amara Raja, Global, Rocket ,Base, Okaya.CSB, RITAR or Luminous.

d. The UPS shall be complete with Trolley for battery bank and the firms shall also connect the batteries with UPS and commission the same.

*Preferred Brands: APC, Numeric, Emerson.Tritronics,Delta & Uniline*

**(II) Silent Diesel Generator Set**

**Water cooled/Air cooled : Single phase 15 KVA & 25 KVA.**

Diesel Generators Set with Silent canopy for outdoor installation.

DG set shall be CPCB approved.

Preferred Make :

Diesel Engine : Cummins/Kirloskar/L&T

Alternator : Kirloskar/Leroysomer /Stamford ,The output waveform should be pure sine.

**Following shall be included with the tenderer offer:**

- Generator set photographs (suitable size) of all sides.

- Genset Technical Data , design and performance, specifications (tabulated data that identifies make , model and country of origin as attachment) for the following:

1) Engine (Including its relevant components).

2) Alternator (Including its relevant components).

3) Control panel (Including its relevant components).

4) Auxiliary components ( which ever applicable):

a) Electrical charger.

b) genset circuit breaker etc.

c) Starter components.

d) Solenoid.

e) Dynamo charger.

f) Injection pump.

g) Exhaust system.

h) Jacket water heater.

Drawings - General dimensions drawings showing overall generator set measurements, mounting location, and interconnect points for load leads, fuel, exhaust, cooling and drain lines.

**Canopy Requirements:**

a) The enclosure shall allow easy access to the engine, alternator, radiator filler cap and control cubicle for easy maintenance purposes.

b) The starter battery in sound-proof canopy sets shall be housed in an insulated compartment with forced air flow when the engine is running. It should be provided with easy access for maintenance and removal of the battery.

c) The enclosure shall be designed to be Water and weather-proof.

d) The noise level generated by the set at full load should be less than 75 dB (A) at 1meter.

e) Canopy shall be capable of anti corrosion to withstand high humidity.

***Warranty Statements:***

- “All Gensets shall be under two years on-site comprehensive warranty support from the date of installation at the site. All Genset parts shall be covered during warranty. Warranty is for replace and repair any part in genset from any damage or any fault may occur during warranty period.

Service - Location and description of local part's suppliers and services center including parts inventory and number of qualified generator set service personnel.

- The outstation manufacturers shall have a local authorized dealer who can provide factory trained servicemen.

***Notes: Any provided offer without complete technical data for all units and parts will be ignored.***

**Terms and Conditions:-**

* *Tenderers are requested to quote discount percentage clearly in words and figures and no overwriting should be done. In case of overwriting or cutting the same should be attested with Stamp and Signature of Firm/Authorised Agent submitting the Tender Notice.*
* *No conditional tender will be accepted. Quotation should be clear and no condition on account of quoted discount will be considered.*
* *Successful tenderer will have to execute the supplies within 15 days after the issue of order.*
* *Delayed execution of supply after the expiry of stipulated period shall attract penalty of Rs.500/- per day till the execution of supply order .*
* *The CDR/FDR of the successful tenderer pledged to the bank shall be released in their favour 12 months after the execution of successful work.*
* *A single bidder can make bids either for both the items i.e.*

*(A) & (B) or can make bid for any single work*

* *The tenderers are required to clearly mention Warranty period on articles supplied.*
* *Rates should be F.O.R at Jammu, R.S.Pura, Akhnoor and Vijaypur and nothing extra will be paid on account of loading/unloading freight or toll etc.*
* *Quantity of items can decrease/increase.*

*\*\*\*\*\*\*\*\*\**

**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036



**SHORT TERM QUOTATION**.

Short Term quotations are invited by the Bank from the Contractors/Dealers dealing in Vitrified tiles for providing and laying Vitrified floor tiles in different sizes (thickness to be specified by the manufacturer) with water absorption less than 0.08% and conforming to IS: 15622 of approved make (Kajaria/Somany/ Nitco/Johnson) in all colours and shades, laid on 20mm thick cement mortar 1: 4 (1cement: 4 coarse sand) including grouting the joints with white cement and matching pigments etc. complete for its Shastri Nagar Branch on an approximate area of 1000 sqft.

The firms dealing in the relevant field may submit their proposal in Sealed Cover addressed to Managing Director of the bank on or before **20.02.2013** at this office i.e. 117-A/D Gandhi Nagar Jammu. The bank reserves the right to accept or reject any or all quotations without assigning any reason thereof.

**MANAGING DIRECTOR**

**THE CITIZENS' CO-OPERATIVE BANK LTD.,**

***ADMINISTRATIVE OFFICE;117-A/D GANDHI NAGAR , JAMMU*.**

***EPBAX: 2432058*** ***FAX NO: 0191-2432036***

# Tender Document

## For

*Supply, Installation and Commissioning of :-*

*(A)* *Computers Hardware- Servers and Desk Top Computers, (Make IBM, HP, DELL ) UPS and peripherals*

*(B Local Area Network (LAN) Cabling,*

*in*

*Head Office & different Branches of the bank.*

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|  |  |  |
| --- | --- | --- |
|  | **HARDWARE SPECIFICATIONS** | |
|  |  |
| **Sr No** | **Item** |
| **Server – Entry Level** | | |
| 1 | Processor: Intel Xeon E3-1220 (Quad Core),  3.1 Ghz,8MB Cache, 1333Mhz,  RAM- 4 GB, ECC DDR3 1333MHz,  HDD: 250 GB, 7200 RPM ,  Add on HDD : 250GB 7200 RPM  3.5'' Simple Swap SATAII,  18.5 " WTFT Monitor,  Keyboard 104 keys.  *Preferred Make: IBM,Hp,Dell* |
| **Software for Server** | | |
| 2 | Win 2008 Std. Server, Win Svr Std 2008 R2 SNGL OLP NL |
| 3 | Win Svr CAL 2008 SNGL OLP NL CAL |
| **Desktop ( Professional Series)** | | |
| 4 | Processor:2nd Generation Intel® Core™ i3 or better,  Motherboard: Intel® Q67 Express,  320 GB SATA HDD (7200 rpm), 2 full-height PCI,  1 full-height PCIe x1, 2 full-height PCIe x16,  OS: Windows 7 Professional.  Monitor: TFT 18.5”,  Keyboard, Mouse.  *Preferred Make: Dell,HP,Wipro*. |
| **UPS** | | |
| 5 | Online 5 KVA UPS, Single Phase with isolation transformer.  Input: 160V-260V, 50 +/-3% Hz single phase AC.  Output:230V +/-1% (with alternative setting for 220V +/-1%)  50 +/-0.5Hz, single phase.  1 hour Back upon full load ,to be supplied with Battery Rack .  For Battery bank:  a. UPS shall be supplied with SMF VRLA battery only.  b. Tenderers shall declare battery AH capacity, battery voltage, number of batteries of each rating, make and model of batteries offered with each item  of UPS.  c. Batteries for UPS shall be of the following makes:-  Exide, Panasonic, Amara Raja, Global, Rocket ,Base, Okaya.CSB, RITAR or Luminous.  d. The UPS shall be complete with Trolley for battery bank and the firms shall also connect the batteries with UPS and commission the same.  e. Minimum VAH rating of battery bank for different duration of back up time  *Preferred Brands: APC, Numeric, Emerson.Tritronics,Delta & Uniline* |

**Specification of Printers/Scanner**

|  |  |  |
| --- | --- | --- |
| **Sr.** | **Item** | **Rate Per Unit** |
| 1. | **HIGH SPEED DOT MATRIX PRINTER –136 COL**  Serial Impact Dot Matrix Printer ,Pin: 24,Column: 136,Print Speed : (Letter Quality )80 Cps at 10 cpi, Original + Carbon Copies 1+3, Text –Bidirectional, Port: One parallel and one serial/USB, Input Data Buffer: Min 80KB  *Preferred Make :LIPI , WeP ,Epson ,TVSE ,EPSON* |  |
| 2. | **DOT MATRIX PRINTER- 80 COL**  Serial Impact Dot Matrix Printer ,Pin: 24,80 Column , Print Speed : (Letter Quality ) 80Cps at 10 cpi: 500, Original + Carbon Copies 1+3, Text –Bidirectional ,Port: One parallel and one serial/USB, , Input Data Buffer: Min 80KB  *Preferred Make :LIPI , WeP ,Epson ,TVSE ,EPSON* |  |
| 3 | **PASS BOOK PRINTER**  24 PIN, 90 Col printer, Print 300 Characters per second  *Preferred Make :LIPI , WeP ,Epson ,TVSE ,EPSON* |  |
| 4 | **FLAT BED SCANNER**  Scanner type: Flatbed, ADF Standard, 50 sheets  Automatic document feeder scan speed:Up to 8 ppm  Scanning options (ADF):Two-sided  Scan resolution, optical: Up to 2400 dpi  Bit depth:48-bit  Levels of grayscale:256,USB2.0 Connectivity/Firewire.  *Preferred Make :*HP, CANON ,Xerox, Docu Mate |  |

**Specification for LAN Cabling**

|  |  |  |  |
| --- | --- | --- | --- |
| **S.No.** | **Description** | **Make** | **Rate Per Unit** |
| 1. | 8 Port 10/100M unmanaged Standalone  Switch |  |  |
| 2. | 16 Port 10/100M unmanaged Standalone  Switch |  |  |
| 3. | Rack 9U with Cable Manager & Power  Distribution Box |  |  |
| 4. | Patch Panel 8 Port & 16 port - Cat6 |  |  |
| 5. | Patch Chords for Patch panel (1 Mtr) |  |  |
| 6. | Cable Cat6 |  |  |
| 9. | Single I/O Surface Mount Box (Complete with fittings) |  |  |
| 10. | Patch Chord Cat6(2 Mtr) |  |  |

* Preferred Make for Switches: D-Link,Netgear,Linksys.
* Preferred Make for Ethernet Cable Dlink,Avaya.

**EXPRESSION OF INTEREST**



**THE CITIZENS’ CO-OPERATIVE BANK LTD.,**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, JAMMU.

EPBAX: 2432058 , FAX NO.; 0191- 2432036

The Citizens’ Co-op. Bank Ltd. Jammu a leading Urban Co-op Bank of J&K State having its own Plot measuring 90’x210’ i.e 18900 sqft. Situated at Rail Head Complex, Jammu, the utmost commercial hub of the fast growing City often called as CBD of the City, intends to develop a multistoyed commercial building of its Head Office and other banking facilities, calls upon the reputed construction companies of the country to co-operate with us on build and share basis.

The plans have been approved by the competent authority and are in the bank’s Adm Office for the inspection of the intending parties alongwith detailed Expression of Interest.

For further details and clarifications the intending parties can contact the office of the undersigned from \_\_\_\_\_\_\_\_\_\_\_ to between **10 am to 5 pm.**

**MANAGING DIRECTOR**

**THE CITIZENS’ CO-OPERATIVE BANK LLTD.,**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036



**Notice Inviting Tender (NIT)**

Sealed tenders are invited from reputed firms/contractors preferably dealing with banks for providing and fixing of Counters, Cabins and other allied infrastructural and decorative items including false ceiling and electrical items in the newly acquired premises for bank’s branch at R.S.Pura, Distt. Jammu , the details of items/works is given in the Tender Document. The tender document can be obtained from the office of Managing Director, Citizens’ Cooperative Bank Ltd. 117 A/D Gandhi Nagar Jammu on any working day from 10 A.M to 5 P.M and from 10 A.M to 2 P.M on Saturday against payment of Rs. 5000/- (Rupees five thousand only), which is non-refundable, in the shape of Demand Draft favouring Managing Director, The Citizens’ Cooperative Bank Ltd. Jammu on or before 22nd of Sept. 2011.

The tender duly filled in accompanied by an earnest money in the shape of CDR/FDR for Rs.25,000/- pledged to Managing Director, Citizens’ Cooperative Bank Ltd. Jammu shall be submitted in Bank’s Administrative Office at 117-A/D Gandhi Nagar Jammu on or before 29th of Sept. 2011.

**MANAGING DIRECTOR**

**CITIZENS’ CO-OPERATIVE BANK, JAMMU**

**Expression of Interest (EOI)**

**General Information**

The Citizens’ Cooperative Bank is the first and foremost Urban Cooperative Bank of J&K State which was registered with the Registrar Cooperative Societies J&K Jammu on 4th of March 1978 and was issued license by the Reserve Bank of India to commence banking business under section 22 of the Banking Regulation Act 1949 on 4th August 1978. The bank with its registered office and its first branch at Moti Bazar Jammu commenced business on 3.10.1978. At the outset it had only 738 Share holders with total Share capital of Rs.1.96 lacs including Govt. shares of Rs.1.00 lac. The area of the operation at the time of commencement of its business was confined to the Municipal limits of Jammu City which has now been extended to the whole of Jammu Province.

**ORGANISATIONSAL STRUCTURE:**

The physical organizational structure of the bank is as per following:-

1. **Administrative Office**

The Bank has its Administrative office situated at 117-A/D Gandhi Nagar Jammu in a building on rent. Managing Director of the bank operates his office at Administrative Office. The office accommodates its Personnel/Estt section, Legal section, Loan section, Membership section and Office of the Chief Manager Recoveries, Inspection and Deposits.

2. **Central office**

The Bank has its Central office situated opposite to the office of Directorate Planning & Statistical Jammu at Main Road Janipur Jammu. Managing Director of the Bank controls this office through Manager Central Office Jammu. Head Office Compilation section, Reconciliation section, Cash section are accommodated here in a rental building. Apart from this, Office of Nodal Officer Recoveries (Chief Manager) and Extension Counter of the New Plots branch at Janipur is also situated in the same premises.

**Branches:**

At present, the bank has 11 branches and 4 Extension Counters as per following:

|  |  |  |
| --- | --- | --- |
| **1** | | Moti Bazar |
| 2 | | Vinayak Bazar |
| 3 | | Ware House |
| 4 | | New Plots |
| 5 | | Shastri Nagar |
| 6 | | Kanak Mandi |
| 7 | | R.S.Pura |
| 8 | | Gangyal |
| 9 | | Transport Nagar |
| 10 | | Akhnoor |
| 11 | | Vijaypur |
| EXTENSION COUNTERS | | |
| 1 | Janipur | |
| 2 | Chhanni Himat | |
| 3 | Sheikhnagar | |
| 4 | Talab Tillo | |

* + 1. The bank reserve the right to accept or to reject any response and to annul the process and reject all responses at any time prior to the award of the contract, without thereby incurring any liability to any respondent or any obligation to inform the respondent of the grounds for its action.
    2. Salient features of the EOI:

a) as the bank intends to develop this complex on the self financing basis.The bidders shall have to offer the percentage/square feet of the area of the developed property that the developer proposes to own.

b) The approved plans give a proposal for a building of one basement, one ground floor and a first floor (which is clear from the copy of approved plans enclosed). Also the bank has the right to get approval for the construction of another floor after giving an additional fee and getting a subsequent approval. (As clearly mentioned in the lease deed enclosed).

c) The basement and the ground floor are to be exclusively used for the bank’s purposes. The sharing of the upper approved first floor and the next floor depends on the bid offer of the intending party. However, the common areas and lifts shall be used by all the occupants of the building.

1.3.4. Cost of Responding

The respondent/bidder shall bear all costs associated with the preparation and submission of its response and the bank will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the responding process.

* + 1. Technical Drawings

All the drawings required for the bidding including a blue print copy of the approved plan are enclosed in the EOI document Structural requirements of the building are that the building has to be designed so as to bear load of 100’ height and also for the relevant seismic loadings as per NPC and IS Codes for Zone-V conditions. The basement and ground floor is required to be completed within 12 months and rest of building within 18 months.

1.3.6 a. A list of brief specifications for the building construction and material is given in the annexure.

b. The specifications in the said annexure are brief and tentative just to provide the guidelines of the said response. They are likely to be amended as per detailed architectural/interior details/structural.

1.3.7 All correspondence related to the contract shall be made in English and in writing. Any clarification sought by the respondent in respect of the project shall be addressed at least ten (10) days before the dead line for submission of response, in writing to the M.D. CCB, 117 A/D, Gandhi Nagar Jammu.

Please note that inquires made by telephone will be rejected. The queries and replies thereof and shall then be circulated to all other respective respondents (without divulging the name of the respondent raising the query/ies) in the form of an addendum, which shall be acknowledged in writing by the prospective respondent.

1.3.8 Amendment of EOI/Tender Document

At any time prior to the dead line for submission of responses, the bank for any reason, whether at its own initiatives or in response to a clarification requested by a prospective respondent may modify the EOI/ Tender document by amendment. All prospective respondents that have received the EOI/Tender documents will be notified of the amendment in writing and it will be binding on them.

To allow prospective respondents reasonable time to take any amendments into account in preparing their responses, the bank may at its sole discretion extend the deadline for the submission of responses based on the nature of the amendments.

1.3.9 Deadline for the submission of Responses

Responses/bids should be addressed to the Managing Director The Citizens’ Co-operative Bank Ltd. Jammu on or before \_\_\_\_\_\_\_\_\_\_\_\_16.00 hours at its Administrative office, 117-A/D Gandhi Nagar, Jammu.

Responses sent by post/courier should reach by the same deadline. Response received after the above specified date and time shall not be considered. Any response received after this deadline will be rejected.

1.3.10 Responsiveness of Responses

The responsiveness of the responses to the requirements of this EOI tender will be determined. A responsive response is deemed to contain all documents or information specifically called for in this EOI document. A response determined as not responsive will be rejected by the bank and may not subsequently be made responsive by the respondent and correction of the non- conforming items.

1.3.11 Important characteristics of the EOI:

a. Since time is the essence of this tender the deadline for the completion of this project is settled to be 18 months out of which (Basement and Ground floor within 12 months) from the date of the award of the bid/tender. If in any case the bidding contractor/developer does not comply with the affixed time frame/deadline, the bank reserves the right to invoke the penalty clause.

b. When the tender is accepted the intending bidder would be given a mobilization period of 20 days within which the site has to be mobilized by the awardee failing which earnest money shall be forfeited and bid shall be cancelled and bank shall be free to award the contact to any other eligible bidder.

c. Immediately after the award, the awardee bidder will have to submit the programme chart to the consultant/ engineer in charge (E in C) and will have to abide by the same progamme strictly as per the directions of the E in C.

d. If at any point of time the bank/bank’s consultant E-in-C finds that the work is not carried out as per the programme chart submitted by the contractor, the bank reserves the right to immediately terminate the said contract without any legal/financial liability to the contractor/developer.

e. Force majure, if during the currency of the contract, there is any outbreak of war/natural calamity which whether financially or otherwise effects the execution of contract, the banks liability only stands for the extension of the date of completion of the project.

f. Any loss occurred to the developer due to any reason or illegal activity at site on the part of the developer or his men /labour is the sole responsibility of the developer and the bank does not hold any liability for the same.

g. As this is the self- financing project the contractor does not hold any right to demand or any monetary payments/ remuneration/ financial aid from the bank and the bank is only liable to remunerate him with the floor area share as per the award/ bid and that floor area would be only allotted to the bidder after the successful completion of project in all respects and after the successful handover of the completed projected by the awardee.

h. In any case the awardee does not hold any right to advertise/sale/rent or enter into any agreement to sell or rent or enter into any agreement to sell or rent his prospective share in the building at any time before the written award of his share of the floor area proposed and any such activity if noticed by the bank will call for the automatic termination of the said contractor or award after one week’s legal notice to the contractor/developer.

Tender /bid shall remain valid for a period 3 months from the date of opening of tender. The Citizens’ Co-operative Bank Ltd. Jammu may extend the said period if they desire.

i. The bid offer shall be accompanied by a Call Deposit Receipt of Rs.10.00 lacs (Rupees ten lacs only) issued by any of the branch of the Citizens’ Co-operative Bank Ltd. Jammu pledged to Managing Director Citizens’ Co-operative Bank Ltd. Jammu

2.1 **Scope of Contract/Response**

a. The scope of the said EOI is to construct the building including all Civil works, electric, plumbing including all services as per the drawings and directions of the architect/ E-in-C. The consultant or

engineer in charge may in his absolute discretion from time to time issue further drawings and/or written instructions & details, direction and explanation which are binding on the contractor/ developer.

1. The contractor shall provide everything for the proper execution of the work according to the allotment letter of the work. If the contractor finds any discrepancy in drawings or in schedule he shall immediately in writing refer the same to the E-in-C whose decision shall be final and binding to the contractor.
2. The contractor/firm shall supply, fix and maintain at his cost during the execution of any works all the necessary centering, scaffolding, staging, fencing, hoarding and lighting at night required not only for the proper execution and projection of the said work but also for the protection of the public and the safety of any adjacent roads, streets, pavements, walls houses, building and all other erections, matters or things and the contractor shall take down and remove any or all such centering, scaffolding staging, planking etc. as occasion shall require or when things disturbed during the execution of works to the satisfaction of the Engineer Incharge appointed by the bank.
3. **Setting out Works**

The contractor/ firm shall set out the works and shall be responsible for the true and perfect setting out the same and for the correctness of the position, levels, dimensions, alignments of all part thereof. If at at any time effort shall appear during the progress of any part of work the contractor/ firm shall at his own expenses rectify such error to the satisfaction of Engineer Incharge.

e. The contractor shall at his own cost arrange for and/ or carry out any test of materials which the E-in-C may require.

**f Access:**

The Engineer incharge or his staff shall at responsible times have free access to the work and /or to the workshops, factories or other places where materials are being prepared or constructed for the execution of contract and also to any place where the materials are lying or from which they are being obtained and the contractor/ firm shall give every facility to Engineer incharge and his staff necessary for inspectins and examinations and tests of the materials and workmanship. Except the representatives of Bank authorities, no person shall be allowed on the work at anytime without written permission of the Engineer-in-charge.

If any work is to be done at place other than the site of the work the contractor/ firm shall obtain written permission of the Engineer in charge for doing so.

g. **Dismissal of Workmen**

The contractor shall on the direction of Engineer-in-charge immediately dismiss from the work any employee thereon who may in the opinion of Engineer-in-charge , be unsuitable or incompetent or who may misconduct himself, and such person shall not be again employed or allowed on the works without the permission of Engineer –in-charge

**h** The contractor shall be responsible for all the injury to persons, animals or things and for all damages to the structural and or decorative apart of property which may arise from the operations or neglect of himself or of any of his employees. Whether such injury of damage arise from carelessness, accident or any other cause whatever in any way connected with the carrying out of his contract. This cause shall be held to include inter-alia­, any damage to nearby buildings, whether immediately adjacent damage to roads, streets, footpaths or ways as all damage caused to the buildings and the works forming the subject of this contract by forst, rain or other inclemency of the weather. The contractor shall indemnify the Citizens’ Co-operative Bank Ltd. Jammu harmless in respect of all and any expenses arising from any such injury or damage to persons or property as aforesaid and also in respect of any claim made in respect or injury or damage under any act of Govt. or otherwise and also in respect of any award of compensation or damage consequent upon such claim.

The contractor shall reimburse all damages of every sort mentioned in this Clause so as to deliver up the whole of the contract works complete and perfect in every respect and so as to make good or otherwise satisfy all the claims for damage to the property of third parties.

The Citizens’ Co-operative Bank reserves to itself the right to execute any work not included in the contract which it may desire to have carried out by other persons and contractor/ firm shall allow all reasonable facilities and the use of his scaffoldings and plant for the execution of such work. Such work shall be carried out in such manner as not to impede the progress of the work included in the contract.

* 1. **Deposits /Earnest Money**

The amount deposited by the contractor in the shape of earnest money alongwith his tender at the time of bidding shall be retained with the Citizens’ Co-operative Bank Ltd Jammu and it shall be returned to the contractor/ firm on the virtual completion of the work as per the recommendations of the Engineer –in charge. In case of any default if any of the foregoing conditions the CDR amount shall be forfeited by the Citizens’ Co-operative Bank Ltd Jammu.

* 1. **Settlement of Dispute Arbitration**

All disputes and differences of any kind whatsoever arising out of or in co-relation with the contracts or the carrying out of works whether during the progress of the work or after their completion, and whether before or after the determination abandonment or breach of the contract shall be referred to and settled by the Chairman, the Citizens’ Co-operative Bank Ltd.Jammu who shall state his decision in writing which shall be binding on the contractor/ firm without further appeal.

* 1. **Labour Laws**

The contractor shall pay minimum wages to the labourers employed during the execution of the contract and the wages shall be according to prevalent labour laws. The contractor/ firm shall be duty bound by all the labour laws enforced by the Govt.

2.5 **Specifications**

a. The work shall be executed as per “PWD/M.O.R.T&H” specifications.

b. The specifications of work should conform to the latest I.S specifications.

c. Wherever reference has been made to the Indian Standards or any other specifications the same shall mean to refer to the latest specifications irrespective of any particular edition of such specifications.

Format of EOI response **and Introduction to Bidders:**

The e overall summary information regarding the bank's objective of having bank's own administrative complex is given in section 1.2 (objective of the Expression of interest ([ EOI ]) The respondent shall have to include in their response any additional value added proposals or offers considered necessary for the successful completion of the project or which might be of greater advantage of ,the bank that may lend them a awarding edge over their competitive bidders. Eesporlse to the EOI from respondents/ bidders should be submitted in a common sealed envelop, super scribed with the words:

**CITIZENS CO- PERATIVE BANK LTD. JAMMU**

Expression **of Interest Tender for the Construction! Development of Bank's**

**Administrative Complex at RHC, Jammu**

1.3.1 The response of the EOI should contain the following:

b List of major projects completed & in hand of the intending bidder.

C 'Copies of the last three year's audited financial statements.

C Hid offer of the intending developer/ bidder.

(: /\ list or "J &P owned by the developer.

All value added offers in addition of the basic bid.

. The bank came into existence in the year 1978 and now has 11 Branches and 4 Extension Counters spread across two Districts of Jammu region. (The bank has a membership base of 23178 members, and annual turnover of Rs.223.00 Crores and public deposits of Rs. 196.00 Crores).

d. i) Provision of Foundation is to be made for five floors.

ii) Quality of Materials to be used is to be specified

iii) The construction level of furnishing of building is also to be specified.

iv) Basement and Ground floor to be completed in 12 months failing which earnest money shall be forfeited.

* + 1. The bank reserve the right to accept or to reject any response and to annual the process and reject all responses at any time prior to the award of the contract, without thereby incurring any liability to any respondent or any obligation to inform the respondent of the grounds for its action.
    2. Salient features of the EOI:

a as the bank intends to develop this complex on the self financing basis.

The bidders shall have to offer the percentage/square feet of the area the developed property that the developer proposes to own.

b. The approved plans give a proposal for a building of one basement, one ground floor and a first floor (which is clear from the copy of approved plans enclosed). Also the bank has the right to get approval for the construction of another floor after giving an additional fee and getting a subsequent approval. (As clearly mentioned in the lease deed enclosed).

c. The basement and the ground floor are to be exclusively used for the bank’s purposes. The sharing of the upper approved first floor and the next floor depends on the bid offer of the intending party. However, the common areas and lifts shall be used by all the occupants of the building.

1.3.4. Cost of Responding

The respondent/bidder shall bear all costs associated with the preparation and submission of its response and the bank will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the responding process.

* + 1. Technical Drawings

All the drawings required for the bidding including a blue print copy of the approved plan are enclosed in the EOI document Structural requirements of the building are that the building has to be designed so as to bear load of 100’ height and also for the relevant seismic loadings as per NPC and IS Codes for Zone-V conditions. The basement and ground floor is required to be completed within 12 months and rest of building within 18 months.

1.3.6 a. A list of brief specifications for the building construction and material is given in the annexure.

b. The specifications in the said annexure are brief and tentative just to provide the guidelines of the said response. They are likely to be amended as per detailed architectural/interior details/structural.

1.3.7 All correspondence related to the contract shall be made in English and in writing. Any clarification sought by the respondent in respect of the project shall be addressed at least ten (10) days before the dead line for submission of response, in writing to the M.D. CCB, 117 A/D, Gandhi Nagar Jammu.

Please note that inquires made by telephone will be rejected. The queries and replies there and shall then be circulated to all other respective respondents (without divulging the name of the respondent raising the query/ies) in the form of an addendum, which shall be acknowledged in writing by the prospective respondent important characteristics of the EOI:

a. Since time is the essence of this tender the deadlines for the completion of this project is settled to be 18 months from the date of the award of the bid/tender. If in any case the bidding contractor/developer does not comply with the affixed time frame/deadline, the bank reserves the right to invoke the penalty clause.

b. When the tender is accepted the intending bidder would be given a mobilization period of 20 days within which the site has to be mobilized by the awardee failing which earnest money shall be forfeited and bid shall be cancelled and bank shall be free to award the contact to any other eligible bidder.

c. Immediately after the award, the awardee bidder will have to submit the programme chart to the consultant/ engineer in charge (E in C) and will have to abide by the same progamme strictly as per the directions of the E in C.

d. If at any point of time the bank/bank’s consultant/e in C finds that the work is not carried out as per the programme chart submitted by the contractor, the bank reserves the right to immediately terminate the said contract without any legal/financial liability to the contractor/developer.

e. Force majure, if during the currency of the contract, there is any outbreak of war/natural calamity which whether financially or otherwise effects the execution of contract, the banks liability only stands for the extension of the date of completion of the project.

f. Any loss occurred to the developer due to any reason or illegal activity at site on the part of the developer or his men /labour is the sole



**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036

**Notice Inviting Tender (NIT)**

The Citizens’ Cooperative Bank Ltd. Jammu invites tenders from reputed Firms /Contractors for :

(a) Labour Contract (b) Supply of Material

for construction of bank’s head office building at Plot No.7 Narwal Jammu. Copy of the tender can be collected from the office of Chief Manager (Adm), The Citizens’ Cooperative Bank Ltd.,Adm Office 117-A/D Gandhi Nagar Jammu on cash payment of Rs.200/- (Rupees two hundred only).

The tender duly filled in accompanied by an earnest money in the shape of CDR/FDR for Rs.20,000/- pledged to Managing Director, Citizens’ Cooperative Bank Ltd. Jammu shall be submitted in the Administrative Office of the Bank at 117-A/D Gandhi Nagar Jammu on or before 31st of March 2012. The bank reserves the right to accept/reject any or all tenders without assigning any reasons thereof.

**CHIEF MANAGER**

(Chairman of Construction Committee)



**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036

**SHORT TERM QUOTATION**.

Sealed short term quotations are invited by the Bank from approved/reputed firms for supply of bank’s printed stationery.

The details of bank’s printed stationery alongwith terms and conditions can be obtained during office hours from Adm. Office of the Bank.

The quotations accompanied by an earnest money in the shape of CDR/FDR for Rs.5000/- pledged to Managing Director, Citizens’ Cooperative Bank Ltd. Jammu should be submitted in the Administrative Office of the Bank at 117-A/D Gandhi Nagar Jammu on or before 4th Feb. 2012 upto 5 P.M. superscribed on the envelop as **“Quotations for Bank’s printed stationery.”**

The bank reserves the right to accept or reject any or all quotations without assigning any reason thereof.

**MANAGING DIRECTOR**



**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036

**Tender Notice**

i.e.

Sealed tenders are invited from the reputed/authorized Computer dealers having their **after sales service network** in Jammu and valid TIN for execution (supply, installation & commissioning) of following works :-

(A) Computers Hardware- Servers and Desk Top Computers

(Make IBM, HP, DELL) , UPS and peripherals

(B) Local Area Network (LAN) Cabling

at Head Office and in different branches of the bank.

The Tender forms containing details of work with specifications can be obtained from the Administrative Office of the Bank at 117-A/D Gandhi Nagar Jammu on a cash payment of Rs.1000/- (Rupees one thousand only) or can be downloaded from Bank’s website www.citizenscooeprativebankjammu.com.

The tender form duly filled in in two separate envelops superscribed Part-I : technical Bid; Part-II : Financial Bid , accompanied by an earnest money in the shape of CDR/FDR for Rs. 50,000/- for **‘A’** work and Rs.20,000/- for **‘B’** work and for both the works i.e A & B the amount of CDR shall remain Rs.50,000/- pledged to the Managing Director, The Citizens’ Cooperative Bank Ltd. Jammu shall be submitted in the Administrative Office of the Bank at 117-A/D Gandhi Nagar Jammu by or before 5th of April 2012. The bank reserves the right to accept/reject any or all tenders without assigning any reason/s thereof.

**MANAGING DIRECTOR**

(A) Local Area Network (LAN) Cabling

(B) Electric Wiring

(C) Earthing

‘



**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036

**SHORT TERM QUOTATION**.

Short term quotations are invited by the Bank from manufactures/Authorized Distributors/Authorized Dealer dealing in Computer papers for supply of computer Papers (60 GSM) with Bank’s Logo printed on it as per following descriptions:-

**S.No. Description of Paper**

1. 132 Col x I

2. 132 Col x II

3. 80 Col x I

4. 80 Col x II

5. 80 Col x III

The interested parties can submit their quotations alongwith samples in a sealed envelope superscribed as **“Quotations for Computer Papers “** addressed to Managing Director, the Citizens’ Cooperative Bank Ltd. Jammu at 117-A/D Gandhi Nagar Jammu on or before 22.10.2012. The approved rates shall remain valid for a minimum period of one year from the date of its approval.

The bank reserves the right to accept or reject any or all quotations without assigning any reason thereof.

**MANAGING DIRECTOR**



**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036

**SHORT TERM QUOTATION**.

Short term quotations are invited from manufactures/ Authorized distributors/ Authorized dealers for supply of reputed brands of following items:-

1. Air Conditioners with Voltage Stablizers - Split 1.5 tone with 3\* rating

2. Water Cooler - 25 Ltrs.

3 Water Purifier

4. Office Chairs – (i) for Manager ( Revolving with high back

Cushioned seat and back with arms).

(ii) For Officer – (Revolving with cushioned

seat and back with arms.

(iii) Computer Chair- (Revolving with cushioned

seat and back without arms.

(iv) Visitor Chairs - (with cushioned seat

and back)

5. Oil Cooled Automatic Servo Voltage Stabilizer -10 KVA

6. Computer Papers with Bank’s Logo (70GSM)

132 Col x I, 132 Col x II, 80 Col x I, 80 Col x II & 80 Col x III

The interested parties can submit their quotations ( alongwith samples for item at S.No.6 ) in sealed envelope/s superscribing the **“Quotation item ”** addressed to the Managing Director The Citizens’ Cooperative Bank Ltd. Jammu 117-A/D Gandhi Nagar Jammu on or before 29th of May. 2012 upto 5 P.M. The specification for item No. 5 can be obtained from this office. The approved rates shall remain valid for six months for item from S.No. 1 to 5 and for one year for Item No.6.

The bank reserves the right to accept or reject any or all quotations without assigning any reason thereof.

MANAGING DIRECTOR



**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036

**PUBLIC NOTICE**

Through the medium of this notice public in general and clients (Depositors/Borrowers) of the Vijaypur branch of The Citizens Coop. Bank Ltd. Jammu in particular are informed that the said branch of the bank shall operate from its newly acquired premises at Main Market Ram Garh Road Vijaypur with effect from 10.06.2014 (Tuesday).

**MANAGING DIRECTOR**



**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036

**BANK PREMSIES REQUIRED**

Bank is looking for suitable premises for its Transport Nagar Branch in the vicinity of main market Transport Nagar and for Ware House Branch in the vicinity of Nehru Market Bikram Chowk Jammu. The carpet areas of the building should be approximately 1500 sqft. preferably on the ground floor. Interested party (s) having suitable building and willing to alter, construct the building as per bank’s requirements may submit their proposals in a sealed cover/envelope specifying therein the location of the building, carpet area , parking facility, expected rent enclosing therewith Blue print. The envelope containing offer should be addressed to Managing Director The Citizens’ Coop. Bank Ltd. 117 A/D Gandhi Nagar Jammu and Superscribed as **“ Offer for Bank Premises for Transport Nagar/ Ware House Branch ”** and should reach this office on or before 22.10.2012.

The bank reserves the right to accept or reject any or all offers without assigning any reason thereof.

MANAGING DIRECTOR



**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036

**Tender Notice**

i.e.

Sealed tenders are invited by the bank from the reputed firms /authorized dealers/manufactures having their after sales service network in Jammu for supply, installation, testing & commissioning of :

1. CC TV Cameras
2. 10 KVA Oil Cooled Servo Stabilizer.
3. Note Counting Machines

The Tender forms containing specifications of items and other terms and conditions can be obtained from the Administrative Office of the Bank at 117-A/D Gandhi Nagar Jammu or can be downloaded from Bank’s website www.citizenscooeprativebankjammu.com. on a non-refundable cash payment of Rs.1000/- only.

The tender form duly filled in two separate envelops superscribed Part-I : technical Bid; Part-II : Financial Bid , accompanied by an earnest money in the shape of CDR/FDR for Rs.20,000/-, Rs.10,000/- and Rs.5000/- for items atS.No.1, 2 & 3 respectively pledged to the Managing Director, The Citizens’ Cooperative Bank Ltd. Jammu shall be submitted in the Administrative Office of the Bank at 117-A/D Gandhi Nagar Jammu by or before 30th July. 2013.

The bank reserves the right to accept or reject any or all offers without assigning any reason thereof.

**MANAGING DIRECTOR**

**THE CITIZENS' CO-OPERATIVE BANK LTD.,**

***ADMINISTRATIVE OFFICE;117-A/D GANDHI NAGAR , JAMMU*.**

***EPBAX: 2432058*** ***FAX NO: 0191-2432036***

# Tender Document

## For

*Supply, Installation, testing and Commissioning of :-*

***CC TV Cameras***

*in*

*Head Office & different Branches of the bank.*

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**THE CITIZENS' CO-OPERATIVE BANK LTD.,**

***ADMINISTRATIVE OFFICE;117-A/D GANDHI NAGAR , JAMMU*.**

***EPBAX: 2432058*** ***FAX NO: 0191-2432036***

# Tender Document

## For

*Supply, Installation, testing and Commissioning of :-*

***10 KVA Oil Cooled Servo Stabilizers - Upto 12 Nos***

*in*

*different Branches of the bank.*

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**THE CITIZENS' CO-OPERATIVE BANK LTD.,**

***ADMINISTRATIVE OFFICE;117-A/D GANDHI NAGAR , JAMMU*.**

***EPBAX: 2432058*** ***FAX NO: 0191-2432036***

# Tender Document

## For

*Supply and Commissioning of :-*

***Note Counting Machines- Upto 5 Nos***

*in*

*different Branches of the bank.*

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**THE CITIZENS' CO-OPERATIVE BANK LTD.,**

***ADMINISTRATIVE OFFICE;117-A/D GANDHI NAGAR , JAMMU*.**

***EPBAX: 2432058*** ***FAX NO: 0191-2432036***

# Tender Form

Cost of tender document received vide Bank Draft/Cash Receipt No.\_\_\_\_\_\_\_\_ Dated\_\_\_\_\_\_\_\_\_ for Rs.1,000/-

**Tender for :- CC TV Cameras**

**Earnest Money** of Rs.20,000/- In the shape of Bank’s CDR/FDR No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_dated\_\_\_\_\_\_\_\_\_\_\_\_\_ of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Bank enclosed.

To

The Managing Director

The Citizens’ Cooperative Bank Ltd.

Administrative Office

117-A/D Gandhi Nagar, Jammu

!/We\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_S/O Sh.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

R/O \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Prop. M/S\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby supply CC TV Cameras to The Citizens’ Cooperative Bank Ltd. Administrative Office, 117-A/D Gandhi Nagar Jammu and declare as under :-

1. I/we have sufficient experience for supply of CC TV Cameras..
2. That I/We have carefully gone through the terms and conditions of the Tender and bind myself/ourselves to adhere to the quality and quantity parameters and rates.
3. That the rates quoted in the enclosed tender form have been written by me/ us under my/our personal supervision and are firm.
4. That I/We shall be bound by the Citizens’ Coop. Bank Ltd.Jammu instructions regarding quality and quantity materials and other conditions.
5. That the rates quoted are not above the rates applicable for Central/State Governments/ Autonomous Organization.

Name and Address of the tenderer

**THE CITIZENS' CO-OPERATIVE BANK LTD.,**

***ADMINISTRATIVE OFFICE;117-A/D GANDHI NAGAR , JAMMU*.**

***EPBAX: 2432058*** ***FAX NO: 0191-2432036***

# Tender Form

Cost of tender document received vide Bank Draft/Cash Receipt No.\_\_\_\_\_\_\_\_ Dated\_\_\_\_\_\_\_\_\_ for Rs.1,000/-

**Tender for :- Oil Cooled Stabilizers**

**Earnest Money** of Rs.10,000/- In the shape of Bank’s CDR/FDR No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_dated\_\_\_\_\_\_\_\_\_\_\_\_\_ of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Bank enclosed.

To

The Managing Director

The Citizens’ Cooperative Bank Ltd.

Administrative Office

117-A/D Gandhi Nagar, Jammu

!/We\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_S/O Sh.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

R/O \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Prop. M/S\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby supply Oil Cooled Stabilizers to The Citizens’ Cooperative Bank Ltd. Administrative Office, 117-A/D Gandhi Nagar Jammu and declare as under :-

1. I/we have sufficient experience for supply of Oil Cooled Stabilizers.
2. That I/We have carefully gone through the terms and conditions of the Tender and bind myself/ourselves to adhere to the quality and quantity parameters and rates.
3. That the rates quoted in the enclosed tender form have been written by me/ us under my/our personal supervision and are firm.
4. That I/We shall be bound by the Citizens’ Coop. Bank Ltd.Jammu instructions regarding quality and quantity materials and other conditions.
5. That the rates quoted are not above the rates applicable for Central/State Governments/ Autonomous Organization.

Name and Address of the tenderer

**THE CITIZENS' CO-OPERATIVE BANK LTD.,**

***ADMINISTRATIVE OFFICE;117-A/D GANDHI NAGAR , JAMMU*.**

***EPBAX: 2432058*** ***FAX NO: 0191-2432036***

# Tender Form

Cost of tender document received vide Bank Draft/Cash Receipt No.\_\_\_\_\_\_\_\_ Dated\_\_\_\_\_\_\_\_\_ for Rs.1,000/-

**Tender for :- Note Counting Machines -Floor Type**

**Earnest Money** of Rs. 5000/- In the shape of Bank’s CDR/FDR No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_dated\_\_\_\_\_\_\_\_\_\_\_\_\_ of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Bank enclosed.

To

The Managing Director

The Citizens’ Cooperative Bank Ltd.

Administrative Office

117-A/D Gandhi Nagar, Jammu

!/We\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_S/O Sh.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

R/O \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Prop. M/S\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby supply Note Counting Machines –Floor Type to The Citizens’ Cooperative Bank Ltd. Administrative Office, 117-A/D Gandhi Nagar Jammu and declare as under :-

1. I/we have sufficient experience for supply of Note Counting Machines –Floor Type.
2. That I/We have carefully gone through the terms and conditions of the Tender and bind myself/ourselves to adhere to the quality and quantity parameters and rates.
3. That the rates quoted in the enclosed tender form have been written by me/ us under my/our personal supervision and are firm.
4. That I/We shall be bound by the Citizens’ Coop. Bank Ltd.Jammu instructions regarding uality and quantity materials and other conditions.
5. That the rates quoted are not above the rates applicable for Central/State Governments/ Autonomous Organization.

Name and Address of the tenderer

**Terms and Conditions:-**

* *Tenderers are requested to quote discount percentage clearly in words and figures and no overwriting should be done. In case of overwriting or cutting the same should be attested with Stamp and Signature of Firm/Authorized Agent submitting the Tender Notice.*
* *No conditional tender will be accepted. Quotation should be clear and no condition on account of quoted discount will be considered.*
* *Successful tenderer will have to execute the supplies within 15 days after the issue of order.*
* *Delayed execution of supply after the expiry of stipulated period shall attract penalty of Rs.500/- per day till the execution of supply order .*
* *The CDR/FDR of the successful tenderer pledged to the bank shall be released in their favour 12 months after the execution of successful work.*
* *The tenderers are required to clearly mention Warranty period on articles supplied.*
* *The Tenderers are required to attach the list of similar works executed/supplies made.*
* *Rates should be F.O.R at Jammu at different locations and nothing extra will be paid on account of loading/unloading freight or toll etc.*
* *Quantity of items can decrease/increase.*

*\*\*\*\*\*\*\*\*\**

**Specification for 10 KVA oil cooled Servo controlled Power transformer**

  1 :-    Capacity               --      10KVA

  2 :-     Technology         ---   oil cooled    Servo controlled system

  3 :-     Input voltage     --     100 to 270 volts AC

  4 :-     Output voltage  --     220  plus-minus 1%

  5 :-     Phase                    --     AC  single phase

  6 :-     Adjust time         --      With in 1 sec. against 10 %

                                                    Input voltage variation.

  7 :-     Efficiency             --      98%

  8 :-     Ambient temp.   --      5  to 50 deg centigrade.

  9 :-     Relative humidity --   up to 95 %.

10:-    Frequency              --    50 Hz

11:-    Output/ Input  over

             voltage protection    --  230 plus-minus 4V  AC

12:-    Low voltage protection – 200 plus –minus 4V

13:-    LCD  Display --

                   colour: Red/Green/White/Blue

  14:-   Information indicators:--   Working, input/out put voltage,

                   Load usage, and provided with overheating and

                   overload protection.

## Floor Type Bundle Note Counting Machine

**Specifications:**

•Bundle Counting Machine  
•Counting Speed : 100 Notes up to 4 second  
•Note size Range : Min 100 mm x 50 mm ,

Max. 200 mm x 100 mm  
•Feed System : Vacuum Suction  
•Keyboard : Mode Selector & 11 Keys Numeric keypad  
•Function mode : Select Mode-3 mode display free,

OK stamp, batch, add and diagnostic modes.

Error audio alarm  
•Power supply : 220 V AC/50HZ  
•Consumption : 400 – 500 Watts

* With and without duel display.

**THE CITIZENS’ CO-OPERATIVE BANK LLTD.**

ADM. OFFICE ; 117-A/D GANDHI NAGAR, Jammu

EPBAX: 2432058 , FAX NO.; 0191- 2432036