

## Bid Document

| Bid Details                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                  |
|------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Bid End Date/Time</b>                                                     | 18-03-2022 15:00:00                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Bid Opening Date/Time</b>                                                 | 18-03-2022 15:30:00                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Bid Life Cycle (From Publish Date)</b>                                    | 90 (Days)                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Bid Offer Validity (From End Date)</b>                                    | 65 (Days)                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Ministry/State Name</b>                                                   | Ministry Of Finance                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Department Name</b>                                                       | Department Of Financial Services                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Organisation Name</b>                                                     | Canara Bank                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Office Name</b>                                                           | Department Of Information Technology                                                                                                                                                                                                                                                                                                                                                             |
| <b>Item Category</b>                                                         | Custom Bid for Services - Selection of Insurer For Renewal of Commercial Crime Insurance Policy under Non Traditional Insurance Policies                                                                                                                                                                                                                                                         |
| <b>Contract Period</b>                                                       | 1 Year(s)                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Years of Past Experience required</b>                                     | 3 Year (s)                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Past Experience of Similar Services required</b>                          | Yes                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>MSE Exemption for Years of Experience and Turnover</b>                    | No                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Startup Exemption for Years of Experience and Turnover</b>                | No                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>SHG Exemption for Years of Experience and Turnover</b>                    | No                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Document required from seller</b>                                         | Experience Criteria,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC)<br>*In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer |
| <b>Bid to RA enabled</b>                                                     | No                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Time allowed for Technical Clarifications during technical evaluation</b> | 3 Days                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Payment Timelines</b>                                                     | Payments shall be made to the Seller within <b>30</b> days of issue of consignee receipt-cum-acceptance certificate (CRAC) and on-line submission of bills (This is in supersession of 10 days time as provided in clause 12 of GeM GTC)                                                                                                                                                         |
| <b>Evaluation Method</b>                                                     | Total value wise evaluation                                                                                                                                                                                                                                                                                                                                                                      |

**Bid Details****Financial Document Indicating Price Breakup Required**

Yes

**EMD Detail**

Required

No

**ePBG Detail**

Required

No

**Splitting**

Bid splitting not applied.

**MSE Purchase Preference**

MSE Purchase Preference

Yes

1. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid data sheet (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.

2. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.

3. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

4. Past Experience of Similar Services: The Bidder must have successfully executed / completed at least one single order of 80 % of the Estimated Bid Value or 2 orders each of 50 % of the Estimated Bid Value or 3 orders each of 40 % of the Estimated Bid Value for similar service(s) in last three years to any Central / State Govt Organization / PSU / Public Listed Company. Copies of contracts / work orders and documentary evidence of successful execution / completion in support of Past Experience of Similar Services along with names, address and contact details of clients shall be uploaded with the bid for verification by the Buyer.

**Additional Qualification/Data Required****Scope of Work:**[1645787424.pdf](#)**Service Level Agreement (SLA):**[1645787433.pdf](#)**Payment Terms:**[1645787441.pdf](#)

**Pre Bid Detail(s)**

| Pre-Bid Date and Time | Pre-Bid Venue                                                                                                                                                                                                                                                                                                                   |
|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 03-03-2022 15:00:00   | Canara Bank,<br>Digital Banking Services Wing<br>35, 2nd Floor, Devanga Tower, KG Road<br>Bangalore - 560009<br><br>Note:<br>(1) Meeting shall be conducted offline at above mentioned address.<br>(2) All the queries shall be submitted latest by 02-03-2022 06:00 PM to the email address(es) mentioned in the RFP Document. |

**Custom Bid For Services - Selection Of Insurer For Renewal Of Commercial Crime Insurance Policy Under Non Traditional Insurance Policies ( 1 )****Technical Specifications**

| Specification                                                                                | Values                                                                                                         |
|----------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| <b>Core</b>                                                                                  |                                                                                                                |
| Description /Nomenclature of Service Proposed for procurement using custom bid functionality | Selection of Insurer For Renewal of Commercial Crime Insurance Policy under Non Traditional Insurance Policies |
| Regulatory/ Statutory Compliance of Service                                                  | YES                                                                                                            |
| Compliance of Service to SOW, STC, SLA etc                                                   | YES                                                                                                            |
| <b>Addon(s)</b>                                                                              |                                                                                                                |

**Additional Specification Documents****Consignees/Reporting Officer and Quantity**

| S.No. | Consignee/Reporting Officer | Address                                                              | Quantity of Procurement ( to be chosen 1 in all circumstances) | Additional Requirement |
|-------|-----------------------------|----------------------------------------------------------------------|----------------------------------------------------------------|------------------------|
| 1     | Prakash Chandra Behera      | 560009,DBS Wing, No 35, Devanga Tower 2nd Floor, K.G Road. Bangalore | 1                                                              | N/A                    |

**Buyer Added Bid Specific Terms and Conditions**

1. Buyer Added Bid Specific ATC

## Buyer Added text based ATC clauses

Please refer to the RFP Document No : RFP-08/DBS/CCIP/2022 Dated 25/02/2022 (its subsequent amendments/ corrigendum/ addendums/ clarification etc.) for Terms and Conditions of this tender. Terms mentioned in the RFP Document stated above shall prevail over Terms and Conditions mentioned anywhere else.

## Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specification and / or terms and conditions governing the bid. Any clause incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid. Further any reference of conditions published on any external site or reference to external documents / clauses shall also be null and void. If any seller has any objection / grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

**---Thank You---**