



अखिल भारतीय आयुर्विज्ञान संस्थान (एम्स) कल्याणी
All India Institute of Medical Sciences (AIIMS) Kalyani
(स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार के तत्वावधान में एक सांविधिकनिकाय)
(A Statutory Body under the Aegis of Ministry of Health and Family Welfare, GOI)
राष्ट्रीय राजमार्ग – 34, बसन्तपुर, सागुना, कल्याणी, ज़िला – नदिया, पश्चिम बंगाल - 741245
NH-34 Connector, Basantapur, Saguna, Kalyani, District Nadia, West Bengal 741245

NIT No: 144/A-12011/1/21- (Bank) ATM/ET-08

Date: 20.06.2024

Application Inviting EXPRESSION OF INTEREST for installation, Operation and Maintenance of ATM other than SBI

1. INTRODUCTION:-

AIIMS Kalyani invites Expression of Interest (EOI) from Nationalized/ Scheduled/Commercial/ Private Banks (except SBI since SBI ATM already existing) for installation, operation and maintenance of Automated Teller Machine (ATM) to be operational at 18.58 sq.mt (200 sq.ft) closed/open space within the premises (identified by AIIMS Kalyani) of the Institute at AIIMS Kalyani, NH-34 Connector, Basantapur, Saguna, Kalyani, Dist.-Nadia, West Bengal-741245 on monthly licence fee basis.

Interested banks are requested to submit their expression of interest as per the terms & conditions, which can be downloaded from the website <https://aiimskalyani.edu.in>. The expression of interest along with the terms and conditions duly signed by the interested banks in sealed envelope, addressed to Executive Director, AIIMS, Kalyani may be sent by registered speed post before 21 days from the published date, time: 17.00 hrs at Administration Building, AIIMS Kalyani.

Application in respect of EOI shall be addressed to **Executive Director, AIIMS Kalyani, NH-34 Connector, Basantapur, Saguna, Kalyani, Dist.-Nadia, West Bengal-741245**. The sealed envelope shall bear “**EOI for Installation, Operation and Maintenance of Automated Teller Machine (ATM) facility**” at AIIMS Kalyani.

SD/-

Dr. Mugunthan M

Co-Chairperson of Procurement Cell

2. **Important Dates:**

Issue/Publishing Date	:	20/06/2024
Start date and time of submission of e-tender (Bid)	:	20/06/2024
Last date & Time of Submission of e- Tender (Bid)	:	11/07/2024, at 17:00 hrs.
Date & time of online Technical Bid opening of e-Tender	:	12/07/2024, at 11:00 am.

3. **ELIGIBILITY CRITERIA: -**

- i. Any Scheduled Commercial Banks except SBI (both Nationalized/Private) having banking licence from Reserve Bank of India.
- ii. The parties fulfilling the criteria as per Notice Inviting Expression of Interest (EOI) are eligible to participate in the facility.
- iii. An amount of Rs.27000/- will be paid as Earnest Money in the form of account payee Demand Draft in favour of Executive Director, AIIMS KALYANI (payable at Kalyani More Branch, ICICI Bank, Haringhata Municipality, Nadia) from any commercial bank.
- iv. Bank should have at least three years' experience in the operation of ATM.
- v. Bank must have at least 1 (one) running ATM's operation in & around Kalyani.
- vi. Bank should submit documentary proof in support of their experience/credentials.
- vii. Electricity and water charges will be borne by Bank as per prescribed rate to be decided by Engineering Division, AIIMS Kalyani.
- viii. Monthly licence fee with applicable GST will be remitted to Institute's Internal Resource Account within 7 days of the following month.
- ix. Licence fee must be quoted over & above of Rs.940/- per sq.meter per month in compliance of OM No. 18015/1/2017-Pol.III Dated: 10.07.2023 of Directorate of Estate, Ministry of Housing and Urban Affairs, Government of India.
- x. Licence fee never be less than any amount mentioned in O.M of Ministry of Housing and Urban Affairs issued in this regard time to time during the tenure of contract period.

4. **Terms & Conditions: -**

- Initial period of contract shall be 5 years extendable for a further 3 years subject to satisfactory performance.
- The contract shall be awarded to the banks offering the highest calculated licence fee per sq. meter per month commensuration with O.M. No.18015/1/2017-Pol.III dated:10.07.2023 issued by DoE, MoHUA, GOI or subsequent order /amendment whichever is higher.

- AIIMS Kalyani may at any time terminate the contract by giving one month written notice to the bank, without compensation to the bank, if the bank becomes bankrupt or otherwise insolvent as declared by the competent court provided that such termination will not prejudice or effect any right of action or remedy which has accrued or will accrue thereafter to the Institute.
- That the licensee shall deposit an amount equal to 3% of 62 months' gross licence fee as performance guarantee in the form of account payee demand draft in favour of Executive Director, AIIMS Kalyani (ICICI Bank Kalyani More Branch, Haringhata Municipality).
- Bank shall submit their past experience certificate, Memorandum and Article of Association, Partnership and Incorporation Deed (in case of partnership) or any other documents regarding the existence of the bank.
- In the event of the date being declared as a closed holiday for purchaser's office, the date for opening of bids online will be the following working day at the appointed times.
- AIIMS Kalyani reserves the right to accept or reject any or all EOI, at any time prior to award of licence for installation, operation and maintenance of ATM without assigning any reason whatsoever.
- The tendered rates and the validity of bids shall be for a minimum period of 75 days from the date of floating tender.
- Successful bank shall undertake to sign the contract agreement within 15 (fifteen) days from the issue of the letter of acceptance/order, failing which Earnest Money Deposit/Security Deposit will be forfeited.
- The firm/Bank has to submit a signed declaration that there is no vigilance/CBI case pending against them.
- Any and all disputes arising out of or in connection with this Contract or any breach hereof which shall not be settled amicably by the parties shall be settled by Arbitration in accordance with the Arbitration and Conciliation Act, 1996 as amended up to date. The Arbitration proceedings shall be in English and shall be held at Kalyani.
- The courts of Kalyani alone shall have jurisdiction for enforcement and binding of this contract.
- Bank who is ready to construct necessary facility of its own in open/closed space provided by AIIMS Kalyani may respond/submit EOI. Cost of construction shall not be part of bidding/evaluation process. The financial evaluation will be based on as per 3(ix) of eligibility criteria.

Other terms and conditions in addition to the rules and regulations applicable as per Government of India.

1. AIIMS, Kalyani may waive any minor infirmity or non- conformity or irregularity which does not constitute a deviation, provided such waiver does not prejudice or affect the relative ranking of EOI.
2. AIIMS, Kalyani shall consider award of licence for installation of ATM(s) only to those whose offers have been found commercially acceptable and evaluated as most suitable by the Institute.
3. Separate electrical connection for ATM shall be taken by the bank on their own and the bank has to pay the electricity bill to the Institute as applicable.
4. Security arrangement of the ATM will be the responsibility of concerned bank. AIIMS, Kalyani shall not be held responsible for any loss of cash, any loss of installation, equipment etc.,
5. All services for connectivity of ATM viz., lease lines/ broad band/ internet/ telephone lines/ Air Conditioner to be procured /installed by the concerned bank(s).
6. The designated space provided in premises shall be used for the purpose of installation, operation and maintenance of ATM only.
7. Successful party will have to pay the monthly electricity & water charges as per bills raised by the Engineering section of AIIMS Kalyani.
8. All electrical consumables like bulbs, tubes, etc are to be replaced by the party, in case they are damaged.
9. Successful bank shall not be permitted to draw any electrical connections /extension, etc without obtaining approval from the institute's Estate division/Engineering Section of AIIMS Kalyani.
10. The licensee shall not cause any damages.
11. Institute cannot ensure 24 (hrs) x 7 (days) electricity power supply. Licensee may install their own UPS, if required, to run their storage facilities with due intimation to the Institute.
12. The licensee shall pay all the Central, State and local levies including GST being imposed or assessed by the competent authority or levied in future from time to time
13. The licensee shall obtain all the required permissions/license from concerned authorities for running the ATM at their own level and shall obey all the rules/regulations applicable from time to time in this regard and take all the security precautions to safeguard the equipment's installed/provided at the premises.
14. The licensee shall be called upon for repair the premises in case it is found that the premises requires repair. It shall be the responsibility of the bank to renovate/construct the space for ATM Counter immediately at their own cost.

15. The licensee shall submit a copy of verified antecedents of their employees /staff deployed on the allotted site from the police authorities /Superintendent of Police within one month from the date of actual possession.
16. No obnoxious trade shall be carried on in the premises. No other illegal activity shall be allowed to be carried by licensee and in case of such eventuality, all the responsibility or legal obligation fall upon the licensee.
17. AIIMS, Kalyani reserves the right to accept or reject any application/offer. Authority for acceptance or otherwise of the application/quotation will rest with the AIIMS, Kalyani which does not bind itself to accept any application/quotation and not to assign any reason for rejecting the same.
18. Successful bidder has to deposit an amount equal to 3% of 62 months's total licence fee as performance guarantee within 15 days of Letter of award, failing which the offer be withdrawn, at the option of the Institute.
19. The Bank submitting the tender will be required to quote in the tender form the amount of licence fee with applicable GST payable (monthly) for ATM installation, which they will be required to pay to AIIMS, Kalyani. The highest bidder will be awarded to install and operate their Bank ATM at the said premises. The Bank will also be required to pay electricity & water charges due on commercial rates (according to the meter count installed separately) from time to time besides licence fee charges quoted by Bank. Electrical charges along with applicable taxes, if applicable should be paid by the bank.
20. Maintenance and regular functioning of the ATMs for all the 24 hours should be ensured by the Bank and AIIMS, Kalyani will not undertake any responsibility in this account.
21. The contract will be valid for 5 years and may be extended for 3 years on the discretion of the competent authority.
22. Interested bank may visit the site for inspection before participating in the tender if wish to.
23. An agreement will be executed between AIIMS Kalyani and the party awarded the contract at the earliest.

SCHEDULE – B: FINANCIAL BID

NIT no: 144/A-12011/1/21- (Bank) ATM/ET-08

Date: 20.06.2024

Sl no	Description	Total sq. meter	Unit rent cost Per sq.mt.	Rental charges over and above to the market rate and municipality rate rupees per sq.mt , per month (exclusive of Taxes & GST)	Subtotal amount
1	ATM (Installation , operation & Maintenance)	18.58 sq.mt (200 sq.ft.)			
GST applicable 18 %					
Total Rental charges over and above to the market rate and municipality rate rupees per sq.mt , per month (including 18 % GST)					

1. Name of Bank :.....
2. Amount per sq. mt per month for ATM (in words).....
.....
3. Details of tender fee paid :

I hereby declare that I am the authorized person to quoted the rate for the allotment of 18.58 sq.mt (200 sq. ft) space and have gone through the terms and conditions of licencing of space for installation of ATM within the premises of AIIMS , Kalyani issued vide notification no. cited above and are acceptable to the bank. In case of allotment of space, the bank is ready to take possession of space within 15 days of allotment and the license fee plus GST applicable on license fee will be applicable on the date of handing over of the open space.

Place:

Date:

Signature of the Bidder with Seal