



**PASCHIM BANGA GRAMIN BANK**

**HEAD OFFICE: Natabar Paul Road, Chatterjee Para More, Tikiapara, Howrah- 711 101**

**Phone No.: 2667-0052/6078/9327/9961, Fax No: 2667-0051/9589**

Ref of: PBGB/HO/DIT/ **3064** /2013-14

Dates: 06/01/2014

**NOTICE**

**Subject:** - Invitation of quotation for Comprehensive Maintenance and Formatting contract for all Branch/RO/HO level Finacle systems to install PD Receiver for Antivirus updating in below mentioned way.

**Pre Formatting:**

1. Bank will mark the entire Finacle system (Monitor, CPU, Keyboard, Mouse, UPS and other accessories) with non-removable marker by which Bank can update our Machine Inventory Database.
2. Vendor will check LAN system, Router position, port/switch condition and UPS (proper power delivery system)

**Formatting:-**

1. Entire Hard Disk of all system will be formatted completely (as per requirement of branch/office).

**Post Formatting:**

1. All USB drive attached to Finacle machine except Branch Manager Machine will be deactivated.
2. All system should have specific machine name i.e. Bank will define from our Head Office side.
3. Bank will specify the software which will only run on the particular finacle system.
  - Microsoft Windows XP/ Win7 OS (Licensed Version)
  - Microsoft Office Packages(Licensed Version)/ Open Office
  - TextPad
  - Finacle related all software/patches
  - Adobe Acrobat Reader free version for reading PDF file.
  - 7-Zip for unzip the various zip folder.
  - PD Receiver
4. Windows installer will be disabled to protect unauthorized software installation.
5. All preloaded OS games will be deleted from system.

### **Terms & Conditions:-**

1. The Bidder must have experience in handling of networking knowledge. The contract will be on comprehensive basis, inclusive of repairs and replacement of spare parts without extra payment and all the taxes.
2. The Bidder shall be responsible for any loss or damage caused to any of the machines owing to negligence on their part.
3. The work would be completed by 2(Two) months from the date of Issue of letter awarding the contract.
4. In case the service is found to be unsatisfactory, the contract will be cancelled without assigning any reason and or payment.
5. The systems to be maintained by the contractor shall include Lan nodes/Monitor/CPU/Keyboard /Mouse/UPS/Printers/server and other accessories added thereto. The contractor will also be required to set right errors in software/programs, removal of viruses and load all Drivers etc when ever required. Providing Loading and maintaining Windows O.S. is the sole responsibility of the Hardware maintenance contractor.
6. Bidder has good experience in Windows Operating Systems, Finacle setup and knowledge of Networking/CCNA etc.
7. The successful AMC provider has to deposit Rs. 5000/- as Security Deposit during the period of AMC in the term of Bank Guarantee till completion of AMC period, issue by a scheduled commercial Bank in the name of **Paschim Banga Gramin Bank, payable at Kolkata**, which may be to filed in the case of violation of agreement at the discretion of this office.

Sealed quotations, complete in all respect may be submitted personally latest by 14:30 Hours on 13.01.2014 to the undersigned. Any verification /clarification regarding sites of machines installed may be done visiting the office after prior appointment with the undersigned on any working day. The Bank reserves the right to select or reject any or all the quotations received without assigning any reason whatsoever.

Sd/-  
**(J Chowdhury)**  
**General Manager**

**Copy to:** Notice Board, Website.

**Performa for Commercial Offer**

<b>Sl. No.</b>	<b>Description</b>	<b>Amount (Rs) (per Branch)</b>
1	Formatting of all branch level Finacle systems to install PD Receiver for Antivirus updating.	

**NOTES:**

1. Prices should include all taxes, statutory levies except Sales tax/service tax/VAT/Octroi/Entry tax on the final finished supplies tendered for. Octroi/Entry tax, if any payable, will be paid to the bidder on actual, on production of original receipt.
2. The Complete solution should be delivered within 6 weeks from date of placing the Purchase Order.

**Signature and Seal of Bidder**