



THE JUNAGADH COMMERCIAL CO-OPERATIVE BANK LIMITED
CHANDRAKANT MALAVIYA SMRUTI BHAVAN, CHOKSHI
BAZAR, JUNAGADH, GUJARAT, 362001.
Email: jcombank@jcombank.com
GSTIN: 24AAAAT2431R1ZB

Date: 08/09/2025

Tender No. JCOM / IT / 25-26 / 03

Dear Sir/Madam,

On behalf of, The Junagadh Commercial Co-Operative Bank Ltd. (Hereinafter referred as Jcom Bank), Tenders are invited in two bid system namely technical bid and financial bid for

PROCUREMENT OF Lenovo All In One Computer unit Set of 25 (Cloud Grey)

Conforming to the specifications enclosed.

No manual bids will be accepted. All tender documents including Technical and Financial bids should be submitted in N-procure e-portal <https://tender.nprocure.com> through Custom Based Bid

Details of the activity

| S. No | Information | Details |
|-------|------------------------------------|---|
| 1. | Date of Publication | 08-09-2025 |
| 2. | Download date | 08-09-2025 |
| 3. | Bid submission start date | 08-09-2025 |
| 4. | Pre Bid Meeting Date & time | Not Applicable |
| 5. | Pre Bid Meeting Venue | Head Office, THE JUNAGADH COMMERCIAL CO-OPERATIVE BANK LIMITED - CHANDRAKANT MALAVIYA SMRUTI BHAVAN, CHOKSHI BAZAR, JUNAGADH, GUJARAT, 362001. |
| 6. | Bid Submission End date & time | 08-09-2025 16:00 |
| 7. | Technical Bid Opening Date & Time | 08-09-2025 18:00 |
| 8. | Commercial Bid Opening Date & Time | Will be informed later |
| 9. | Document fee(Non-Refundable) | Rs. 2,000/- (INR Two Thousand Only) to be deposited through RTGS / NEFT/ Cheque / Demand Draft on the name of bank by or before the last date and time of submission of tender. Scanned copy of receipt is to be uploaded on e- procurement site along with the bid. Bids without tender fee will be rejected. Bank: HDFC BANK LTD. Account Name: THE JUNAGADH COMMERCIAL CO-OPERATIVE BANK LTD. Account No: 01010380000955 IFSC: HDFC0000101 |

| | | |
|-----|---|---|
| 10. | EMD | <p>Rs. 30,000/- (INR Thirty Thousand Only) to be deposited through RTGS / NEFT/ Cheque / Demand Draft on the name of bank by or before the last date and time of submission of tender. Scanned copy of receipt is to be uploaded on e- procurement site along with the bid. Bids without EMD will be rejected.</p> <p>Bank: HDFC BANK LTD. Account Name: THE JUNAGADH COMMERCIAL CO-OPERATIVE BANK LTD. Account No: 01010380000955 IFSC: HDFC0000101</p> |
| 11. | The Proposal should be filled in by the Bidder in English language only. | |
| 12. | The bidder should quote price in Indian Rupees only. The offered price must be as per the Price Bid mentioned in the RFP. | |
| 13. | No Consortium is allowed. | |
| 14. | Proposals/ Bids must remain valid for 365 days from the date of opening of Commercial Bid. | |

| GUIDELINES FOR TENDER SUBMISSION IN N-procure https://tender.nprocure.com PORTAL THROUGH CUSTOM CATALOGUE BASED BID | |
|---|--|
| <p>Bidders are requested to go through the www.https://tender.nprocure.com Handbook for instructions, preparation of bids and submission of bid.</p> <p>General instructions to the Bidders: The tenders will be received online in https://tender.nprocure.com portal through BOQ Based Bid. In the Technical Bids, the bidders are required to upload all the documents in single pdf file.</p> <p>Assistance to Bidders: Any queries relating to the process of BOQ Based Bid submission or queries related to https://tender.nprocure.com Portal, contact the below mentioned Email:</p> | |

| TERMS AND CONDITIONS OF TENDER | | |
|--------------------------------|---|--|
| 1 | EMD | <p>: i. EMD of INR 30,000 (Rupees Thirty Thousand only) should be transferred through NEFT/RTGS/Cheque/DD to the following bank account on or before due date 15/09/2025 before 2:00 p.m.</p> <p>Bank: HDFC BANK LTD. Account Name: THE JUNAGADH COMMERCIAL CO-OPERATIVE BANK LTD. Account No: 01010380000955 IFSC: HDFC0000101</p> <p>ii. The EMD will be returned to the unsuccessful Bidder(s), within 30 days after declaration of result of first stage i.e. technical evaluation etc. The EMD shall be forfeited if any Bidder withdraws the offer before finalization of the tender. The EMD amount should not be sent through Demand Draft.</p> <p>iii. Non-submission of EMD details on or before the due date and time will result in rejection of the e-bid.</p> <p>iv. The amount of EMD is liable to be forfeited if the bidder withdraws the offers after submission of the tender.</p> |
| 2 | Marking on Technical Bid <p>i. The pre-qualification criteria, technical specification of the item for this tender is given in Annexure A. The Bidders shall go through the pre-qualification criteria, technical specification and submit the technical bid in the proforma given in Annexure B in the tender document along with the supporting documents.</p> <p>ii. The Technical bid should be submitted in pdf format only through https://tender.nprocure.com only. No manual submission of bid will be entertained.</p> <p>iii. The technical bid should have the page-wise heading as “Technical Bid” and page no. in all pages with seal and signature of authorized signatory. The total no. of pages should be mentioned at the last page of the documents.</p> <p>iv. The technical bid should consist of</p> <ol style="list-style-type: none"> Document proof for EMD payment Technical Compliance sheet as per proforma given in Annexure-B Document proof for pre-qualification criteria, technical details along with catalogue/ brochure and other technical, commercial terms and conditions. | |
| 3 | Preparation of Tender: <ul style="list-style-type: none"> The bids should be submitted through online only in two bid system i.e. Technical Bid and Financial Bid separately. The bidder has to submit the tender document duly signed on all pages by an authorized person and his/ her full name and status shall be indicated below the signature along with official seal/ stamp of the firm. Submission of wrong/ forged information/ document will be liable to legal action, and rejection of the bid submitted by the firm. The bids of the agency/ firm/ company not in possession of valid statutory license/ registrations are liable for rejection. If any relative of the bidder is an employee of the Jcom Bank, the name, designation and relationship of such employee shall be intimated to the Jcom Bank in writing while submitting the bid. No bidder will be allowed to withdraw/ alter/ modify the bid during the bid validity period. | |

| | |
|----|---|
| 4 | <p>Signing of Tender:</p> <p>The bid is liable to be rejected if complete information is not given therein or if the particulars and date (if any) asked for in the schedule to the tender are not fully filled in or not duly signed/ authenticated. Specific attention is drawn to the delivery dates and terms and conditions enclosed herewith. Each page of the bids shall be duly signed with the official seal of the Bidders.</p> <p>If the bid is submitted by a firm in partnership, it shall be signed (with seal) by all the partners of the firm above their full typewritten names and current addresses. Alternatively it shall be signed by a partner holding power of attorney for the firm in which case a certified copy of the power of attorney shall accompany the bid. A certified copy of the partnership deed along with current addresses of all the partners of the firm shall also accompany the bid.</p> <p>If a limited company or a corporation makes the application, it shall be signed by a duly authorized person holding power of attorney for signing the bid, in which case a certified copy of the power of attorney shall accompany the bid. Such limited company or corporation may be required to furnish satisfactory evidence of its existence. The bidder shall also furnish a copy of the Memorandum of Articles of association duly attested by a Notary Public.</p> |
| 5 | <p>Period for which the offer will remain open:</p> <p>The bids shall remain valid for acceptance/ validity till: 120 days from the date of opening of the tender. However, the day up to which the offer is to remain open being declared closed holiday for the Jcom Bank, the offer shall remain open for acceptance till the next working day.</p> |
| 6 | <p>Prices:</p> <ul style="list-style-type: none"> The prices quoted must be net considering all scope of supply, terms & conditions mentioned in Annexure A. The prices quoted by the Bidders should be inclusive of GST and other charges. All conditional tenders will be summarily rejected. Quote should be in INR only. |
| 7 | Warranty: Minimum 3 years global warranty for Trolley Bag. |
| 8 | No Advance Payment will be made for the supply. The Payment will be made only after satisfactory completion of the supply and acceptance of Goods. |
| 9 | Free Delivery: Within 15 Days from the issue of purchase order at The Various Location. |
| 10 | GST: As applicable |
| 11 | Terms and Conditions: Failure to comply with any of the instructions stated in this document or offering Unsatisfactory explanations for non-compliance will lead to rejection of offers. |
| 12 | <p>Right of Acceptance:</p> <p>Jcom Bank reserves the right to reject the whole or any part of the Tender without assigning any reason or to accept them in part or full.</p> |
| 13 | <p>Communication of Acceptance:</p> <p>Letter of Intimation and acceptance will be communicated by post/ email to the successful bidder to the address Indicated in the bid.</p> |
| 14 | All information including selection and rejection of technical or financial bids of the prospective bidders will be communicated through N-procure https://tender.nprocure.com portal. |
| 15 | <p>Bidder shall submit along with this Bid:</p> <p>Name and full address of the Bidder & PAN No. and GSTIN number.</p> |
| 16 | <p>Jurisdiction :</p> <p>All questions, disputes, or differences arising under, out of or in connection with the contract, if concluded, shall be subject to the exclusive jurisdiction of the courts in Junagadh under the jurisdiction of High Court of Gujarat.</p> |
| 17 | <p>Dispute Settlement:</p> <ul style="list-style-type: none"> It is mutually agreed that all differences and disputes arising out of or in connection with this agreement shall be settled by mutual discussions and negotiations. If such disputes and differences cannot be settled and resolved by discussions and negotiations then the same shall be referred to the sole Arbitrator appointed by the General Manager (Administration), Jcom Bank whose decision shall be final and binding on both the parties. It is also agreed that in case of any disagreements/ disputes in connection with the Arbitrator's award, the same shall be settled under the Court of Law with its jurisdiction at Junagadh, Gujarat. The resultant contract will be interpreted under Indian Laws. |

| | |
|----|--|
| 18 | <p>Right of The Jcom Bank</p> <ul style="list-style-type: none"> The General Manager (Administration), Jcom Bank reserves right to withdraw/ relax any of the terms and conditions mentioned above so as to overcome the problem encountered by the contracting parties. The General Manager (Administration), Jcom Bank reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever and his decision shall be final and binding on the tenderer. The General Manager (Administration), Jcom Bank reserves the right to suitably increase/ reduce the scope of supply put to this tender. In case of any ambiguity in the interpretation of any of the clauses in tender document or purchase order, interpretation of the clauses by the Jcom Bank shall be final and binding on all parties. |
| 19 | <p>Compensation / Force Majeure:</p> <p>If the selected bidder could not complete the supply to the satisfaction of the Jcom Bank within the stipulated period, the firm shall be bound to pay Jcom Bank a sum calculated as given below by way of compensation. If the firm fails to complete the supply by the scheduled date of completion, it will have to pay compensation for non-performance at rate of 0.25 % of tendered value for each week or part thereof of delay subject to maximum of 5% of the contract value.</p> <p>Compensation is not payable if the delay is attributable to the Jcom Bank and Force Majeure. However, it is the responsibility of the selected Bidder to prove that the delay is attributable to the Jcom Bank and Force Majeure. The selected Bidder shall submit the proof authenticated by the Bidder and Jcom Bank's official that the delay is attributed to the Institute and/ or Force Majeure along with the bills requesting payment.</p> |
| 20 | <p>The bidder shall certify that the tender document submitted by him/ her are of the same replica of the tender document as published by The Jcom Bank and no corrections, additions and alterations made to the same. If any deviation is found in the same at any stage and date, the bid/ contract will be rejected/ terminated and actions will be initiated as per the terms and conditions of the contract.</p> |
| 21 | <p>The bidder shall study the Technical Bid in detail as given in Annexure A before submitting the bid.</p> |
| 22 | <p>Number of Bids and their Submission:</p> <p>The bidders should submit the bids in two bid system as detailed below:</p> <p>Bid I Technical Bid:</p> <p>The technical bid should consist of Pre-qualification Criteria, Bidder Eligibility Criteria and Technical Specification compliance sheet (proforma is given in Annexure-B).</p> <p>The bidder should go through the Pre-Qualification Criteria, Bidder Eligibility Criteria and Technical Specification given in Annexure-A of the tender document, understand the requirement of Jcom Bank and submit their technical bid along with all relevant document proof in the proforma given in Annexure-B.</p> <p>Bid II Financial Bid:</p> <p>Financial bid should be submitted in the Proforma for Financial bid format given in Annexure (C) thro' N-procure https://tender.nprocure.com portal. No manual or other form of submission of Financial bid will be entertained.</p> <p>Bidder should quote prices only in the BOQ N-procure https://tender.nprocure.com portal, bids indicating rates anywhere else shall be liable for rejection.</p> |
| 23 | <p>Evaluation of Bids:</p> <p>Bid Evaluation will take place in two stages.</p> <p>Stage I: Technical Bid evaluation</p> <ol style="list-style-type: none"> Bidder will be evaluated first for conformity with Pre-Qualification Criteria and those bidders who have complied with this criteria will alone be evaluated further. In the 2nd stage, Bidder Eligibility Criteria and Technical Specification offered by the bidders and samples will be evaluated by the technical committee for compliance. Only those bidders who have fully complied with Pre-qualification Criteria, Bidders Eligibility Criteria, Technical Specification and sample will be considered for financial bid evaluation. <p>Stage II: Financial Bid Evaluation:</p> <p>The Lowest financial bid among those who have qualified in the Technical bid will be declared as successful bidder (L1) and the order will be awarded to successful bidder (L1).</p> |

| | |
|-----|--|
| 24. | The Jcom Bank reserves the right to carry out the negotiation process through its purchase/ technical committee with L1/H1 (as applicable) vendor to ensure price reasonability before final recommendation to the Competent Authority. The negotiation details, if any, on case to case basis shall be recorded in minutes of meeting suitably for records. |
| 25 | Selection of successful bidder and Award of Order <ul style="list-style-type: none"> • The Successful bidder should submit a sample for buyer approval before executing the Purchase Order. • The order will be awarded after evaluation of technical & financial bid by the bank. |
| 26 | It is an online tender through N-procure https://tender.nprocure.com portal, the opening of the bids may be checked by using the respective logins of the bidders. |

Sd/-
CEO

DECLARATION
(DULY STAMPED ON 300 RS STAMP PAPER/E-STAMPING)

It is hereby acknowledged that I/ We have gone through all the points listed under “Specification, Guidelines and Terms and Conditions” of tender document, the same is abided and agreed to be executed. In case, if the above information is found false, I/ We are fully aware that the tender/ order will be rejected/ cancelled by the Jcom Bank.

Signature of the bidder
Name & Address of the bidder with Office Stamp

SCHEDULE OF TENDER

PROCUREMENT OF ALL IN ONE COMPUTER

Tender No. JCOM / IT / 25-26 / 03

| | |
|---|--|
| Name of Organization | THE JUNAGADH COMMERCIAL CO-OPERATIVE BANK LTD. (Also referred as The Jcom Bank) |
| Tender Type (Open/Limited/EOI/Auction/Single) | Open |
| Tender Category (Services/Goods/Works) | Goods |
| Type/Form of Contract (Work/Supply/Auction/ Service/ Buy/ Empanelment/ Sell) | Supply |
| Name of the Tender | PROCUREMENT OF Lenovo All in Computer-- 25 unit (Cloud Grey) |
| Source of Fund | THE JUNAGADH COMMERCIAL CO-OPERATIVE BANK LTD. |
| Date of Issue/Publishing | 08/09/2025 |
| Document Download Start Date | 08/09/2025 |
| Pre-Bidding Meeting Date | Not Applicable |
| Document Download End Date | 15/09/2025 16:00 |
| Last Date and Time for Uploading of Bids | 15/09/2025 16:00 |
| Date and Time of Technical Bid Opening | 15/09/2025 18:00 |
| No. of Covers (1/2/3/4) | 2 |
| Bid Validity days (180/120/90/60/30) | 180 Days |
| Address for Communication | CHIEF EXECUTIVE OFFICER THE JUNAGADH COMMERCIAL CO-OPERATIVE BANK LIMITED - CHANDRAKANT MALAVIYA SMRUTI BHAVAN, CHOKSHI BAZAR, JUNAGADH, GUJARAT, 362001. |
| Email Address | jcombank@jcombank.com |

TECHNICAL BID
PROCUREMENT OF ALL IN ONE COMPUTER
Tender No. JCOM / IT / 25-26 / 03

I. Pre-Qualification and Bidder Eligibility Criteria

1. Neither the tender participating firm nor any of its partner has been blacklisted/ debarred/ involved/ convicted in any criminal case/ economic offence nor any criminal case/ economic offence is pending against firm or any partner of the firm before any Court of Law/ Police. A self-declaration format given in **Annexure – E**.
2. The bidder should have GST and PAN registration (Necessary document proof should be attached).
3. The firm must have a cumulative financial turnover of at least Rs.30 crore in the last three years i.e. 2022-23, 2023-24 audited duly certified by Chartered Accountant, & 2024-25 unaudited but duly certified by Chartered Accountant.
4. The bidder should be an OEM or authorized supplier for FY 2025-26 of OEM. Necessary OEM certificate/ OEM authorization letter for this particular tender should be submitted by the bidder as per the **Annexure-F**
5. The bidder should have experience in handling bulk sales in the IT related Products to Company/ Banks/ Co-Operative Bank in the last 3 years. Copy of purchase order and certificate for acceptance of goods by the end-user shall be submitted along with the bid.
6. Bidders' Regional territory must be Junagadh & Gujarat
7. Required certificate BIFMA , CE , GDP , GMP ISO 27001:2022 , ISO 9001:2015 , ISO 13485:2016 , ISO 14001:2015 , MSME ZED , MSME , Shopset license , NSIC

II. Technical Specification for Lenovo All in One Computer – 25 unit Set (Cloud Grey)

| Parameter | Specification of Trolley Travel Bags |
|---------------|--|
| Configuration | Lenovo Core I3 All in One Computer 1315U 8 GB DDR5 Ram 512 GB SSD Integrated Graphics 23.8 FHD Screen AG 250N WLAN 2X2 AC + Bluetooth 5.0 MP Camera Wireless Keyboard + Mouse Cloud Grey Color 3 Year Warranty (1 + 2) |

proof attached should be included and page number of the attached proof should be clearly mentioned in the Technical Bid format.

Sd/-
 Chief Executive Officer

PROFORMA FOR TECHNICAL BID
PROCUREMENT OF ALL IN ONE COMPUTER
Tender No. JCOM / IT / 25-26 / 03

| Sl. No. | I. Bidder Eligibility Criteria: | | Compliance (Yes/No) | Page Ref.No. |
|--------------|--|--|---------------------|--------------|
| 1 | Neither the tender participating firm nor any of its partner has been blacklisted/ debarred /involved / convicted in any criminal case / economic offence nor any criminal case / economic offence is pending against firm or any partner of the Firm before any Court of Law / Police. A self-declaration format given in Annexure – E. | | | |
| 2 | The bidder should have GST and PAN registration (Necessary document proof should be attached) | | | |
| 3 | The firm must have a cumulative financial turnover of atleast Rs.3 crore in the last three years i.e. 2022-23, 2023-24 audited duly certified by Chartered Accountant & 2024-25 unaudited but duly certified by Chartered Accountant. | | | |
| 4 | The bidder should be an OEM or authorized supplier for FY 2025-26 of OEM. Necessary OEM certificate/ OEM authorization letter for this particular tender should be submitted by the bidder as per the Annexure-F . | | | |
| 5 | The bidder should have experience in handling bulk sales in the Trolley Travel bags (each minimum 500 Nos.) to Company/Banks/Co-operative Bank in the last 3 years. Copy of purchase order and certificate for acceptance of goods by the end-user shall be submitted along with the bid. | | | |
| III. | A. Technical Specification for Lenovo All in Once PC – 25 Set | | | |
| Make & Model | | | | |
| S.No | Parameter | Specification | Compliance (Yes/No) | Page Ref.No. |
| 1. | Configuration | Lenovo Core I3 All in One Computer 1315U 8 GB DDR5 Ram 512 GB SSD Integrated Graphics 23.8 FHD Screen AG 250N WLAN 2X2 AC + Bluetooth 5.0 MP Camera Wireless Keyboard + Mouse Cloud Grey Color 3 Year Warranty (1 + 2) | | |

Place:
Date:

Signature of the bidder
Name & Address of the
Bidder with Office Stamp

PROFORMA FOR FINANCIAL BID (BOQ)
PROCUREMENT OF ALL IN ONE COMPUTER

Tender No. JCOM / IT / 25-26 / 03

| Sl.No. | Description | Unit | Qty | Rate Per Unit | Total Cost (without GST) | GST (in %) | Total Cost (with GST) |
|-------------------------------------|----------------------|------|-----|---------------|--------------------------|------------|-----------------------|
| 1 | Lenovo All in One PC | Set | 25 | | | | |
| Total Cost inclusive of all* | | | | | | | |

NOTE:

* The rate should be inclusive of transporting, loading and unloading.

Place:

Signature of the bidder

Date:

Name & Address of the Tenderer with Office Stamp

(To be given on the letter head of the bidder)

Tender No. JCOM / IT / 25-26 / 03

Dated:

CERTIFICATE

(Bidders from India)

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and hereby certify that I am not from such a country.

OR (*whichever is applicable*)

(Bidders from Country which shares a land border with India)

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and hereby certify that I from _____ (Name of Country) and has been registered with the Competent Authority. I also certify that I fulfil all the requirements in this regard and is eligible to be considered. (Copy/ evidence of valid registration by the Competent Authority is to be attached)

Place:

Date:

Signature of the Tenderer
Name & Address of the
Tenderer with Office Stamp

(To be given on the letter head of the bidder)

Self-Declaration that the Service Provider has not been Black listed

Tender No. JCOM / IT / 25-26 / 03

I S/o

R/o police station District Director

/ partner/ sole proprietor (Strike out whichever is not applicable) of

..... (Firm or Company) do hereby declare and solemnly affirm:

- I. That the Firm has not been Blacklisted or declared insolvent by any of the Union or State Government / Organization.
- II. That none of the individual / firm / Company Blacklisted or any partners or shareholder thereof has any connection directly or indirectly with or has any subsistence interest in the deponent business / firm company.
- III. That neither the Firm nor any of its partner has been involved / convicted in any criminal case / economic offence nor any criminal case / economic offence is pending against firm or any partner of the Firm before any Court of Law / Police.

Place:

Date:

Signature of the Tenderer

Name & Address of the

Tenderer with Office Stamp

Tender No. JCOM / IT / 25-26 / 03

OEM CERTIFICATION FORM

(In Original Letter Head of OEM)

Tender No: Dated:

We are Original Equipment Manufacturers (OEM) of (Name of the company)

Ms..... (Name of the vendor) is one of our Distributors/ Dealers/ Resellers/ Partners
(tick one) for the and is participating in the above mentioned tender by
offering our product model (Name of the product with model number).

..... is authorized to bid, sell and provide service support warranty for our product
as mentioned above.

Name and Signature of the authorized

Signatory of OEM along with seal of the company with Date