

Empanelment of Vendors for Supply furniture for branches

1. Introduction

The Nainital Bank Ltd., one of the premier scheduled commercial bank, has successfully transformed itself into a modern age bank to cater its customers efficiently and effectively. Presently, the Bank has 169 branches operating in Uttarakhand, Uttar Pradesh, Delhi, Haryana and Rajasthan.

To meet its various furniture related requirements on ongoing basis, the Bank invites applications on prescribed proforma (Annexure-1) from technically competent and financially sound Vendors for empanelment for supply of various furniture items for branches and offices of bank

Bank in general purchases following items from empaneled vendors after calling quotes as and when required.

- 1) Chairs
 - (a) Medium Back chair for executives
 - (b) High back chair for executives
 - (c) Manger chair high back
 - (d) Staff chair mid back
 - (e) Visitor chairs for board room
 - (f) Plastic chairs
- 2) Visitors seater(3 seater chrome plated)
- 3) Racks for files(6 shelf and above)
- 4) Almira
- 5) Filing cabinet 4 drawers
- 6) Sofa set three seater
- 7) Computer table
- 8) Large store box aluminum

2. Vendors' Eligibility Criteria

1) Status of Vendor

The vendor should be the manufacturer /Dealer of branded furniture Authorization letters from/ on behalf the Original Equipment Manufacturers (OEMs) to this effect should be furnished.

2) Financial status

Turnover of the bidder from sale of furniture, as mentioned above, in India should not be less than Rs 30 lac (Thirty Lac) during the last financial year (2022-2023). The balance sheet of the vendor should show profit during last 3 years.

Audited Balance Sheet and Profit & Loss Account documents for the years 2020-21, 2021-22 and 2022-23 should be enclosed.

3) Reliability/Quality of the Hardware

Since the furniture items will be supplied at branches /offices ,hence the quality and durability of the supplied items must be of highest quality

Vendor should have capability to provide after sales service at all branch location wherever furniture is supplied . Any vendor who has been banned by any Bank for such supplies for any reason viz. delay in supply of furniture , delay in providing in-time after-sales support or inferior quality furniture shall not be eligible for empanelment.

Bank reserves the right to accept or reject any or all applications without assigning any reason and without incurring any obligation to inform the concerned vendor of the ground for Bank's action.

4)Validity of empanelment –Empanelment is valid for 1 year from the date of empanelment and extendable for 1 more year subject to the satisfactory services and quality of furniture supplied by the vendor

Guarantee/ warranty: The bidder must guarantee the equipment/ materials/ supplied against faulty design/ material/ components/ workmanship giving rise to replacements. The warranty should be valid for a prescribed period as per item from the date of handing over, irrespective of the date of deliveries. . In the case of failure of the successful bidder to make-up any breakdown within above period, the bank shall be free to get same done through other agencies, and the original equipment supplier will be liable for de-barring from the empanelment and penalty @5% of the cost of the equipment

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The Nainital Bank Ltd.
(Regd. Office : G.B. Pant Road, Nainital)

Application form to be submitted for the purpose of Empanelment of Vendors for supply of various furniture items to the bank branches

Sr.	Information required	Information to be filled by the vendor		
1.	Name of the vendor			
2.	Year of starting operations			
3.	Constitution of the vendor, i.e., Limited Company, Private Limited Company, Partnership, Sole Proprietorship, or any other type			
4.	OEM /OEM authorization for (list the furniture items)			
5.	Vendor's registered address			
6.	Vendor's corporate address			
7.	Name(s) of partner(s), if applicable			
8.	Address (es) of partner(s), if applicable			
9.	Name(s) of the authorized executive(s)			
10.	E-mail address (es) of authorized representative(s)			
11.	Phone nos. of authorized representative(s)	1- 2-		
12.	E-mail id of authorized representative(s)			
		During FY 2020-21	During FY 2021-22	During FY 2022-23
13.	Net Profit (Rs. in lac)			
14.	Total Turnover (Rs. in lac)			
15.	Revenue earned from supply of furniture items (Rs. in lac) etc.			
16.	Support and service experience (list the names of Institutes)			
17.	Enclosures			

The application is submitted in response to your advertisement for empanelment in newspaper and website <https://www.nainitalbank.co.in/english/tender.aspx> . The information submitted is true to the best of my/ our knowledge.

Signature and Seal (Authorized Signatory)

Name -

Destination-

Vendor / Company Name-

Date: