



Premises Department, Regd. Office, 29/1, Sir M N Krishna Rao Road,
Basavangudi, Bangalore 560004
[Phone No. 26567659 Fax No: 26565746 Email: admindep@canfinhomes.com]

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QUOTATIONS FOR "SUPPLY & INSTALLATION OF FIRE RESISTANT FILING CABINETS (FRFC) 4/3/2 DRAWER 1 HOUR FIRE RESISTING MODEL

LAST DATE FOR SUBMISSION OF SEALED QUOTATION - 15/10/2020 (UPTO 03.00PM)
DATE OF OPENING OF QUOTATION - 15/10/2020 (AT 03.30 PM)

EMD : Rs. 20,000/- through Demand Draft in favor of "Can Fin Homes Ltd" payable at Bangalore . EMD shall not carry any interest.

ISSUED BY: CHIEF MANAGER- PREMISES DEPT
CAN FIN HOMES LTD
REGISTERED OFFICE, #29/01,
SECOND FLOOR,
SIR M N KRISHNA RAO ROAD,
BASAVANAGUDI,
BANGALORE -560004

Contact Numbers: Tel - 080-26567659
Fax- 080-26565746
Email: admindep@canfinhomes.com

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RFP NO: Premises/02-2020 dated 06 10 2020

Introduction

Can Fin Homes Ltd is a housing finance company promoted by Canara Bank. Company requires Fire Resistant Filing Cabinet 1 Hour Fire Resisting 4/3/2 drawer model for its branches located all over India

Sealed bids under two bids concept (Technical Bid and Financial Bid) are invited for supply and installation of Fire Resistant Filing Cabinet 1 Hour Fire Resisting 4/3/2 drawer model.

A Firm submitting the proposal in response to this RFP shall hereinafter be referred to as Bidder.

Interested Bidders who are dealing in Fire Resistant Filing Cabinet 1 Hour Fire Resisting 4/3/2 drawer model and meeting the following Eligibility Criteria may respond.

Definition: The definitions of the words used shall be as follows:

Bidder – Firm participating for subject RFP. Company- Can Fin Homes Ltd.

Branches - Can Fin Homes Ltd. Identified locations.

Contract - Agreement / Order between Can Fin Homes Ltd. and lowest bidder.

Machine: Fire Resistant Filing Cabinet 1 Hour Fire Resisting 3/2 drawer model.

Vendor: Successful bidder on whom the Purchase Order is placed by Can Fin Homes Ltd.

Eligibility Criteria

S.N	Criteria	Documents Required
1.	The bidder shall be an Original Equipment Manufacturer (OEM) or authorized dealer. The Bidder should have minimum of 3 years' experience in the activity of Manufacture/supply Fire Resistant Filing Cabinet 1 Hour Fire Resisting 4/3/2 drawer model	Manufacturer / Dealer Certificate. Order copies older than 3 years from the date of this RFP
2.	Bidder must have a minimum of Rs. 50 lakhs Annual average turnover per year during the last three financial years i.e. 2017-18, 2018-19, 2019-20 from Fire Resistant Filing Cabinet 1 Hour Fire Resisting 4/3/2 drawer model business.	1) Audited Balance Sheet and P & L Account for the three years mentioned. 2) Certificate from Chartered Accountant certifying the turnover of last three financial years i.e. 2017-18, 2018-19, 2019-20 from Fire Resistant Filing Cabinet 1 Hour Fire Resisting 4/3/2 drawer model business.
3	The Bidder should have supplied Fire Resistant Filing Cabinet 1 Hour Fire Resisting 4/3/2 drawer model a) 15 or more FRFC in one single order to a single PSU company b) 10 or more FRFC in a single order to 2 PSU company's c) 8 or more FRFC in a single order to 3 PSU company's during any one of the three years from 2017-18, 2018-19, 2019-20.	1. Purchase order copies issued by the Company/ Company's. 2. Satisfactory completion certificate from Company / Company's indicating the dates and quantities supplied in respect of the above mentioned purchase order. 3. Furnish name, address, telephone number of at least 2 PSU company's where FRFC have been supplied in the last 2 years.
4	The Bidders desirous of quoting should have their own manufactured brand for the Fire Resistant Filing Cabinet If the Bidder is not an Original Equipment Manufacturer (OEM) and only an authorized dealer, they should have valid authorization letter from their OEMs to deal/market their product in India and such authorization letter should be valid for a further period of minimum 3 years from the date of RFP	Declaration from the manufacturing company signed by the Competent Authority with details of address of manufacturing plant and address of Office / Subsidiary in India. Authorization letter from OEM as per Annexure C in case of authorized dealers.
5.	The Bidder should have service set up in the proposed location of installation, provide Qualified service personal for attending the problems if any during the Warranty period.	The Bidders to furnish their existing service centre infrastructure details like contact details with postal address.
6	BIS LICENSE	The bidder should have a valid IS14561:2014 licenses for FRFC issued on or before the tender opening date Attach certificate.

Either OEM or their authorized dealers has to apply as bidder on their own individual capacity. **Joint bids of OEM and dealers are not permitted.** Before submission of the offer, the Bidders are requested to read the instructions and the terms and conditions.

General Rules and Instruction to Bidders:

1. BIDDING PROCEDURE.

1.1. Contents of the bid.

1.1.1 Contents of the Technical Bid:

- a. Bidder's Covering letter. This should be as per **Annexure A** with list of clients where the model quoted is supplied.
- b. Technical Compliance Statement and model quoted as per **Annexure A1**.
- c. Power of Attorney / authorization with the seal of the bidder's company / firm in the name of the person signing the RFP documents.
- d. Authorization letter for attending the bid opening as per **Annexure B**.
- e. Earnest Money Deposit (EMD) in the prescribed form.
- f. Manufacturer's Authorization Form as per **Annexure – C**.
- g. Masked price bid. This should be a photocopy of the actual Price Bid **(Annexure D) with prices masked**.
- h. Technical Offer as per Specifications
- i. Technical Documentation (Product Brochures, leaflets, manuals, drawings). An index of technical documentation submitted with the offer must be enclosed.
- j. Media containing the detailed pictures of the machine its dimensions and functioning of the machine etc.
- k. A detailed list of the other **site requirements** for commissioning and functioning of the machine covering space, ventilation, temperature, power requirement and other safety precautions.
- l. It is mandatory to furnish make & model of the machine quoted.
- m. All pages of this RFP have to be signed by the authorized person on all pages.

1.1.2. Contents of the Financial Bid.

- a. Sealed financial bid **as per Annexure D which should** contain all price information.

1.2 Submission of Bids

1.2.1. Technical Bid

The Technical Bid for **supply of FIRE RESISTANT FILING CABINETS** **is to** be sealed in a separate Envelope superscribed on the top of the cover as **Technical Bid for FIRE RESISTANT FILING CABINETS"**. The Technical Bid must contain EMD. The bids submitted without EMD will be rejected. Placing of EMD in any other cover i.e Financial bid will make bid invalid and company shall disqualify such bids.

- 1.2.2. The Technical Bid should be complete in all respects and contain all information sought for. The Technical Bid **should not contain any price information**. The Technical Bid should be complete to indicate that all products and services sought for are quoted.

1.2.3. Financial Bid

The Financial Bid for Supply of **FIRE RESISTANT FILING CABINETS** is to be sealed in a separate envelope super scribed on the top of the cover as Financial Bid for Supply of **FIRE RESISTANT FILING CABINETS**". Financial Bid (also called price bid) shall be submitted as per Bill of Material and other terms and conditions of RFP on prices. The Financial Bid should give all relevant price information as per **Annexure D**. The Financial Bid must not contradict the Technical Offer in any manner.

Under no circumstances the Financial Bid should be kept in Technical Bid Covers. The bids will be rejected in case the placement of Financial Bid in Technical Bid covers.

- 1.2.4. All the pages of Bid including Brochures, should be made in an organized, structured, and neat manner. Brochures / leaflets etc. should not be submitted in loose form. All the pages of the bid should be page initiated with Name, Seal and Signature of the Authorized Signatory. Signing on all pages of RFP will be treated as a confirmation of offer of having accepted the conditions.
- 1.2.5. The separately sealed envelopes containing Technical Bid and Financial Bid for Supply of **FIRE RESISTANT FILING CABINETS** shall be placed and sealed in another big outer envelope superscripted on the top of the envelope as "**Offer for supply of FIRE RESISTANT FILING CABINETS**". The Name of the Bidder and due date for submission is to be specifically mentioned on the top of the envelope.
- 1.2.6. The bid/s should be handed over to Manager, Premises Department, Can Fin Homes Ltd, 29/01, Second Floor, Sir M N Krishna Rao Road, Basavanagudi, Bangalore – 560 004, on or before 15/10/20 by 03:00 PM. If last day of submission of bids is declared a holiday under NI Act by the Government subsequent to issuance of RFP the next working day will be deemed to be the last day for submission of the RFP. No offer will be accepted by email or Fax.
- 1.2.7. Bidders / their authorized representatives are requested to be present during the opening of the bids. If any of the Bidders or all the bidders who submitted are not present during the specified date and time of opening it will be deemed that such Bidder is not interested to participate in the opening of the Bid/s and the Company will proceed further with opening of the technical bids in their absence.
- 1.2.8 All the Bids shall be submitted in English Language in Font size 12 and above.

1.3 Opening of Bids.

- 1.3.1 The Technical Bid shall be opened in the presence of the Bidder's representatives present on 15/10/2020, at 3:30 PM at Premises Department Can Fin Homes Ltd, 29/01, Second Floor, Sir M N Krishna Rao Road, Basavanagudi, Bangalore – 560 004, Bidder's authorized representative may be present in the venue well in time along with a copy of authorization (Original as per the format Annexure –B to be enclosed in Technical Bid) and sign in Tender/ RFP Register during opening of Technical Bid.
- 1.3.2 The bidders may note that no further notice will be given in this regard. Further, in case the company does not function on the aforesaid date due to unforeseen circumstances or holiday then the bid will be accepted upto 3.00 PM on the next working day and bids will be opened at 3:30 PM at the same venue on the same day.
- 1.3.3 If any of the bidders or all bidders who submitted the quotation are not present during the specified date and time of opening it will be deemed that such bidder is not interested to participate in the opening of the quotations and the Company at its discretion will proceed further with opening of the quotations in their absence

2. Requirement Details.

This tender consists of following requirements.

Sl. No	Item details	Qty	Locations
1	Fire Resistant Filing Cabinet 1 Hour Fire Resisting 4 Drawer Model	02	The Details of the Branches all over India where the FRFC has to be supplied and installed are annexed.
2	Fire Resistant Filing Cabinet 1 Hour Fire Resisting 3 drawer model	06	
3	Fire Resistant Filing Cabinet 1 Hour Fire Resisting 2 drawer model	55	

Specification, dimensions etc. of the product shall be confirming to IS14561:2014 OR its latest version as applicable. Should have locks on FRFC manufactured by the OEM only. The product must have IS/BIS marked label. The terminology like "As per IS/BIS" will not be acceptable.

It may be noted that the requirement given in this tender is indicative only. Company will have the option to purchase 5% more or less than the quantity specified in this tender at the same price and the terms and conditions of the tender.

SCRUTINY OF OFFERS.

- 1 The company will scrutinize the Bid/s received to determine whether they are complete in all respects as per the requirement of RFP.
- 2 The Technical Bid will be evaluated only for those bidders who submit EMD in the same cover.
- 3 The Technical Bid submitted by the bidder will be evaluated based on the RFP Terms, technical requirements including evaluation of Model quoted.
4. The Financial Bid of only those bidders who qualify the Technical requirements of this RFP will be opened with prior information.

CLARIFICATION OF OFFERS

During the process of scrutiny, evaluation and comparison of offers, the Bank may, at its discretion, seek clarifications from all the bidders/any of the bidders on the offer made by them. The request for such clarifications and the Bidders response will necessarily be in writing and it should be submitted within the time stipulated by the Bank, failing which the bids are liable for rejection.

NO COMMITMENT TO ACCEPT LOWEST OR ANY OFFER

1. The company is not bound to accept the lowest bid or any offer / bid or to assign any reason for non-acceptance. It also reserves its right to reject any or all the offers / Bids without assigning any reason thereof whatsoever.
2. The company will not be obliged to meet and have discussions with any bidder and /or to entertain any representations in this regard.
- 3 The bidder including those, whose RFP is not accepted shall not be entitled to claim any costs, charges, damages and expenses of and incidental to or incurred by them through or in connection with his submission of RFPs, even though the company may opt to modify/withdraw the RFP / Recall the RFP.

INCOMPLETE OFFERS WILL BE REJECTED.

The incomplete offers will be rejected without any further reference. Such rejections may take place in case of non-adherence to the format or partial submission of technical information as per the format given in the offer or not Furnishing the information sought for.

Other conditions:

1. The Offer submitted and the prices quoted therein shall be valid for 3 months from the last date for submission of the quotation.
2. No offer can be modified or withdrawn by a bidder after submission of quotation
3. It is mandatory to provide the technical details in the exact format as has been mentioned above.
4. If any part of the technical specification offered by the bidder is different from the specifications sought the bidder has to substantiate the same in detail the reason of their quoting a different specification than what is sought for, like higher

version or non-availability of the specifications quoted by us, invariably to process the technical quote.

5. The Company shall not allow / permit changes in the technical specifications once it is submitted.

6. The product must bear a visible product serial number.

7. The relevant product information, brand, and model number offered, printed product brochure, technical specification sheets etc. should be submitted along with the Offer. Failure to submit this information along with the offer could result in disqualification.

Make and Models

It is mandatory to provide make & model of all the items and their subcomponents as has been sought. The Offer may not be evaluated and / or will be liable for rejection in case of non-submission or partial submission of make, model of the items offered. Please note that substituting required information by just brand name is not enough.

Erasures or Alterations

The Offers containing erasures or alterations will not be considered. There should be no hand-written material, corrections or alterations in the offer. Technical details must be completely filled in. Correct technical information of the product being offered must be filled in.

Costs & Currency

The Offer must be made in Indian Rupees only, including the following:

1. Cost of the product and Insurance to cover the product up to the installation at site and handing it over to the Company.

Right to Alter Quantities

The Company reserves the right to alter the quantities specified in the Offer in the event of changes in plans of the Company.

ALTERNATIVE OFFERS /BIDS.

A Bidder/s should specifically quote for one model and no alternate models should be quoted. Any bidder with multiple quoting for multiple models will be rejected.

EARNEST MONEY DEPOSIT.

Rs. 20,000/- through Demand Draft in favor of "Can Fin Homes Ltd "payable at Bangalore.

No interest is payable on EMD.

The EMD should be placed in the Technical Bid only.

The EMD of the Bidders not qualified under Technical Bid and unsuccessful bidder in the financial bid will be returned.

The EMD may be forfeited if the bidder withdraws or amends the bid during the period of bid validity specified in this document.

Distribution of purchase order:

Time is the essence of this contract. 63 FRFC to be delivered to branches spread all over India.

In view of the above, the company reserve the right to select two or 3 bidders (for each item) for speedy delivery of FRFC's.

In case company decides to split the quantities 2 way, offer will also be given to L2 for part execution of the requirement. If L2 agrees to match all the prices and rates of the L1 prices for that particular item and complying the other terms and condition of the RFP in a fair and transparent manner. In such a case quantities will be split in the ratio of 60:40 between L1 & L2 respectively. If L2 doesn't agree then offer will be given to L3.

In case company decides to split the quantities 3 way, offer will be given to L2 & L3 provided they match all the prices and rates of the L1 prices for that particular item and complying the other terms and condition of the RFP in a fair and transparent manner. In such a case quantities will be split in the ratio of 50:30:20 between L1, L2 and L3 respectively.

The choice of location will be first offered to L1 under each item and then to L2.

In case L2 and L3 are not matching the L1 price the entire quantity for each item will be awarded to L1

This doesn't give any right to L2, L3, L4, L5 and other bidders to demand distribution of purchase order.

TERMS AND CONDITIONS

1. Delivery and Installation

1.1. Delivery should be within Four weeks from the date of receipt of the Purchase Order for non-road permits locations. The Delivery period for Road Permit locations will be Five weeks. Please note that no extra charge/ tax will be paid for those locations where road permit is required. Bidder/vendor only has to arrange for road permit at his cost. It will be the sole responsibility of the bidder/vendor to submit any form required for release of shipment from the check post.

1.2. Non-compliance of the above delivery and Installation will result in imposing penalty at 0.50% per week or part thereof, on the invoice value branch wise.

1.3. Company reserves the right to change/modify locations for supply of the items. In the event of any change/modification in the locations where the FRFC are to be delivered, the bidder in such cases shall deliver and install at the modified locations at no extra cost to the Company. However if the FRFC are already delivered, and if the modifications in locations are made after delivery, the bidder shall carry out installation and commissioning at the modified locations and the Company in such cases shall bear the shifting charges/arrange shifting. The Warranty should be applicable to the altered locations also.

1.5. The Company will not arrange for any Road Permit / Sales Tax clearance for delivery of hardware to different locations and the Vendor is required to make the arrangements for delivery of FRFC to the locations as per the list of locations / items provided from time to time by the Company. However, the Company will provide letters / certificate regarding placing of order / authority to the Vendor, if required.

1.6. Supply and installation of the FRFC will be deemed as complete only when the same is accepted by the Company in accordance with the Terms & Conditions of this Tender.

2. Pricing & Payments

2.1. The Price offered to the Company must be in Indian Rupees, and inclusive of Duties/Insurance/Freight but Exclusive of all taxes like GST. The Vendor has to quote the applicable taxes separately.

2.2. The item value along with GST should be claimed in the invoice, location wise and GST will be paid in actual at our end. However please note that taxes will be paid to the maximum of taxes indicated in the Bill of Material.

2.3. No escalation in price quoted is permitted for any reason whatsoever. Prices quoted must be firm till the completion of the contract including warranty period.

2.4. From the date of placing the order till the delivery of the FRFC, if any changes are brought in the duties such as excise/customs etc., by the Government, resulting in reduction of the cost of the systems, the benefit arising out of such reduction shall be passed on to the Company.

2.5. Applicable Taxes will be paid at actual to the maximum of taxes indicated in the Bill of Material. If there is any delay in delivery of the FRFC ordered on account of the Bidder, then any increase in tax rate has to be borne by the bidder. However if any decrease in the tax rates, then the taxes at actual will be paid.

3. Payment Terms

3.1. Payment terms will be 100% on Delivery, successful installation of FRFC only on production of production of original invoices & installation report duly signed by the Company officials of the respective Branch / office.

3.2.1. The invoice and installation report should contain the product serial number of the items supplied.

4 Order Cancellations

The Company reserves its right to cancel the entire / unexecuted part of the Purchase Order at any time by assigning appropriate reasons in the event of one or more of the following conditions:

1. Delay in delivery beyond the specified period for delivery.
2. Serious discrepancies noted in the items delivered.
3. Breaches in the terms and conditions of the Order.

5. Warranty

The Offered FRFC must include a minimum one-year comprehensive on-site warranty covering all parts, maintenance and support. The vendor will re-install the operating software supplied by him during the warranty / AMC period as and when required by the Company at no additional charge. The vendor shall be fully responsible for the manufacturer's warranty in respect of proper design, quality

and workmanship. Vendor must warrant all components, accessories, spare parts etc. against any manufacturing defects during the warranty period. The vendor should ensure that the defective component is replaced /repaired within a maximum period of 24 hours.

6. On-site Delivery conditions

Most of our branches are situated in first floor.

FRFC should be placed in a position at premises of our branches without causing any damage to furniture, civil works and electrical installations of branch premises. If any damage is caused by bidder firm/agency while placing the FRFC it should be repaired by bidder firm/agency at their own cost failing which cost of damages will be recovered from the bills payable to bidder.

7. Other Conditions

7.1. The selected vendor has to execute an Undertaking of Authenticity for Hardware Items as per Annexure.

7.2. The Company reserves its right to carry out the technical inspection of items offered by the shortlisted vendors, as per the discretion of the Company at the cost of Vendor/ Company.

8. Local Support

The vendor should be capable of meeting the service & support standards as specified in this tender. Service support should be available during Company working hours.

8. Mean Time between Failures (MTBF).

If during the warranty period, any hardware items fails (hardware) on four or more occasions in a quarter, such hardware items shall be replaced by equivalent / superior new hardware items by the vendor at no additional cost to the Company.

9. Indemnity

The vendor shall indemnify, protect and save the Company against all claims, losses, costs, damages, expenses, action suits and other proceedings, resulting from infringement of any law pertaining to patent, trademarks, copyrights etc. or such other statutory infringements in respect of all the hardware items supplied by him.

In case the Proposal is not received as required above on or before the said date and time, we shall presume that you are not interested in supply of the item/s now and decision will be taken by us accordingly.

10. The jurisdiction of the court

The jurisdiction of the court is at Bangalore.

Yours faithfully,

S MOHANA KRISHNAN
CHIEF MANAGER

ANNEXURE – A

Covering letter format

Offer Reference No:

Date:

To

**The Chief Manager,
Can Fin Homes Ltd
29/1, Second Floor,
Sir M N Krishna Rao Road
Basavanagudi
Bangalore – 560 004**

Dear Sir,

RFP Ref: Premises/02/20-21 dated 06 10 2020

Having examined the RFP document including all Annexure the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver of **FIRE RESISTANT FILING CABINETS (FRFC) 4/3/2 DRAWER 1 HOUR FIRE RESISTING MODEL** and maintain them in conformity with the said RFP in accordance with the schedule of prices indicated in the Financial offer and made part of this offer.

If our offer is accepted, we undertake to complete delivery, installation, and handing over the **FIRE RESISTANT FILING CABINETS (FRFC) 4/3/2 DRAWER 1 HOUR FIRE RESISTING MODEL** to the company within 4/5 weeks for all locations as specified in the offer document.

We enclose a Demand Draft of EMD for Rs. 20,000/- in favour of Can Fin Homes Ltd, Drawn at Bangalore as EMD.

We agree to abide by this offer till 3 months from the date for opening of the RFP and for such further period as may be requested for by the company, and agreed to in writing by us. We also agree to keep the Earnest Money Deposit during the entire validity period of the RFP. However if we withdraw our offer within the said validity period, you shall have the right to forfeit the EMD, without reference to us. We agree to abide by and fulfill all the terms and conditions of the RFP and in default thereof, to forfeit and pay to you or your successors, or authorized nominees such sums of money as are stipulated in the conditions contained in RFP together with the return acceptance of the purchase contract for supply of the **FIRE RESISTANT FILING CABINETS (FRFC) 4/3/2 DRAWER 1 HOUR FIRE RESISTING MODEL**.

We enclose a list of clients in India (giving their full addresses) where the model quoted by us now have been supplied by us and the name and addresses of our bankers.

We also confirm that we have not been disqualified by any PSU bank for supply of **FIRE RESISTANT FILING CABINETS (FRFC) 4/3/2 DRAWER 1 HOUR FIRE RESISTING MODEL**.

Our PAN number for Income Tax is_____.

We are registered with the GST authorities and our registration numbers are as follows.

GST Registration Number is _____

We accept all the Instructions and Terms and Conditions of the subject RFP.

We understand that the Company is not bound to accept the lowest or any offer the Company may receive without assigning any reason whatsoever.

Dated this _____ day of

_____ 2020 Signature. _____

Signature of the Authorized Signatory with date & seal

ENCLOSED: 1) EMD : DD No's

CAN FIN HOMES LTD

ANNEXURE – A1

Technical compliance Statement

Declaration

We hereby undertake to agree to abide by all the terms & conditions stipulated in the RFP document

We certify that the systems / services offered by us for RFP conform to the specifications stipulated in the RFP form

We have quoted for the Model.....

Signature of the Authorized Signatory with date & seal

ANNEXURE – A2

Details of Offices/ Branches /Service Centers

Sr No	Place	Postal Address	Contact Details (including Name of In charge and hiscontact no. Email etc)	Service Facilities Available (Describe)	Jurisdiction
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

Signature of the Authorized Signatory with date & seal

ANNEXURE - B

Authorization letter format

To

The Chief Manager,
Can Fin Homes Ltd
29/1, Second Floor,
Sir M N Krishna Rao Road
Basavanagudi
Bangalore – 560 004

Dear Sir,

SUB: Authorization Letter for attending the Bid Opening

REF: YOUR RFP NO: - _____Dt_____.

This has reference to your above RFP for supply of_____. Mr.
Miss/Mrs._____ is hereby authorized to
attend the bid opening of the above RFP_____DT:_____ on

on behalf of our organization.

The specimen signature is attested below:

Specimen Signature of Representative

Signature of Authorizing Authority

Signature of Attesting Authority

Name of Authorizing Authority

ANNEXURE –C

Manufacturer's Authorization Form

No. _____ dated. _____ To

**The Chief Manager,
Can Fin Homes Ltd
29/1, Second Floor,
Sir M N Krishna Rao Road
Basavanagudi
Bangalore – 560 004**

Dear Sir,

RFP Reference No. _____

We _____ who are established and reputed manufacturers of _____ having factories at _____ and _____ do hereby authorize M/s _____ (Name and address of the Agent/Dealer) to offer their quotation, negotiate and conclude the contract with you against the above invitation for RFP offer.

We hereby extend our full guarantee and warranty as per terms and conditions of the RFP and the contract for the equipment and services offered against this invitation for RFP offer by the above firm and will extend technical support for a period of 6 years from the date of submission of this RFP.

Yours Faithfully

(Name)

For and on behalf of

M/s _____

(Name of Manufacturers)

Note: This letter of authority should be on the letterhead of the manufacturing concern and should be signed by a competent person of the manufacturer.

ANNEXURE - D
Bill of Material and Price Schedule

Supply and installation of the Fire Resistant Filing Cabinet 1 Hour Fire Resisting 4/3/2 drawer model:

Model Quoted:

Sl.No	Description of Items	Unit Measurement	Quantity	Rate Per unit (Rs)	Amount / Total Cost (Rs)
1	<p>Cost of the Fire Resistant Filing Cabinet manufactured and tested having a fire resisting capacity of minimum 1 hour as per IS14561:2014 and should have locks on FRFC manufactured by the original equipment manufacturers only. as per RFP including, transportation, installation as per this RFP. The Price shall be Basic price i,e including cost of transportation, insurance, Duties and charges etc, excluding the taxes</p> <p>The GST(as the case may be) will be paid by the company at actual.</p>				
	4 Drawers		02		
	3 drawers	Nos.	06		
	2 drawers		55		

Authorized Signature on behalf of the Bidder with full Name.

- This bill of material including these Notes, duly filled up and signed, shall be submitted as Financial Bid in a separate sealed envelope as detailed in Instructions to Bidders. A photocopy of the Financial Bid with the prices masked shall be attached in Technical Bid as 'masked price bid'. Technical Bid without 'masked price bid' will be liable for rejection.
- Bidder must take care in filling price information in the Financial Offer, to ensure that there are no typographical or arithmetic errors. All fields must be filled up correctly.

ANNEXURE – E

Undertaking letter in your letter head with technical bid

To,
The Chief Manager,
Can Fin Homes Ltd
29/1, Second Floor,
Sir M N Krishna Rao Road
Basavanagudi
Bangalore – 560 004

SUBJECT: RFP – Premises/02/20-21 dated 06 10 2020

Dear Sir,

This has reference to your above RFP published in your company's web site
We hereby state that we M/s_ _____
_____ have submitted the above
_____ offer documents duly filling at the appropriate places without
making any alterations , corrections , omissions in the offer issued by the company
or downloaded from the web site.

Signature & Name of the Bidder

4-Drawers:

Sl. No	Branch	Address
1	New-Delhi	CAN FIN HOMES LTD, 1ST Floor, DDA Building, Near Paras Cinema, Nehru Place, NEW DELHI-110 019
2	Kukatpally	CAN FIN HOMES LTD. Unit No-201, Vijaya Sai Towers, Opp. BJP Office, Kukatpally Main Road, KUKATPALLY, HYDERABAD - 500 072

3-Drawers:

Sl. No	Branch	Address
1	Ghatkesar	CAN FIN HOMES LTD. Shop No 1 and 2 H No 5 122, 1st Floor, Canara Nagar Peerzadiguda, Opp: Anutex, Medipalli, Mandal, Medchal-Malkajgiri Dist, Telangana-500039.
2	Manesar	CAN FIN HOMES LTD. First Floor, Shop No. F – 14, Raheja Square, MANESAR - 122051, Haryana
3	Ramanagara	CAN FIN HOMES LTD. Sadvi Complex, # 3 1106/624/1, First Floor, Vivekananda Nagar, B. M. Road (Attached to BLR- Bidadi), RAMANAGARA – 562159 Karnataka
4	Rewari	CAN FIN HOMES LTD. P No. 1652/57/1, First Floor, above Ujjivan Small Financial, in front of Trauma Centre, Near Post Office, Circular Road, REWARI – 123401, Haryana
5	Sangareddy	CAN FIN HOMES LTD. Shop No. 6, House No. MIG – 31, Phase II, Gram panchayat No. 2 – 66, Pothireddypally Village, SANGAREDDY Mandal Medak - 502001, Andhra Pradesh
6	Surat	CAN FIN HOMES LTD. U-16, 1st Floor, Atlanta Shopping Mall, Near VIP Road, Bhimrad Canal Road Althan, SURAT - 395017, Gujarat

Sl. No	Branch	Address (2-Drawer FRFC)
1	Mandideep	CAN FIN HOMES LTD. B-202, First Floor, Indra Nagar, Mandideep BHOPAL – 462046
2	Shoranur	CAN FIN HOMES LTD. Malutty Shopping Corner, Post Office Road, SHORANUR-679121 Palakkad
3	Gobichettipalayam	CAN FIN HOMES LTD. Block-C Room No 23A/3, 1st Floor, Santhan Kanthan Complex, Opp. TNSTC Depot, Erode Road, GOBICHETTYPALAYAM-638476
4	Doddaballapura	CAN FIN HOMES LTD. Shop No. 1, Ground Floor, Ganeshappa Complex, (Near Canara Bank), Gowribidanur Road, Mallathhalli Post Palanajogihalli, DODDABALLAPUR - 561203, Karnataka
5	Bilaspur	CAN FIN HOMES LTD. First Floor, B C Plaza, Khata No.1538/3, Vikas Nagar, Mungeli Road, Mangala Chowk BILASPUR – 495001, Chhattisgarh
6	Hassan	CAN FIN HOMES LTD. EWS-321, 1st Floor, SLR Complex, 9thcross, Opp. Mini Vidhanasoudha, 1st Stage, Kuvempunagar Extension, HASSAN-573201
7	Jabalpur	CAN FIN HOMES LTD. No.78, First Floor, J R Sama Complex, Naramada Road Gorakpur, JABALPUR - 482 001, Madhya Pradesh
8	Behrampur	CAN FIN HOMES LTD. Plot No.1168/2422, Ground Floor, Hilipatna, Near Nehru Park, Station Road, BERHAMPUR - 760 005, Odisha
9	Boisar	CAN FIN HOMES LTD., 1st Floor, Yash Siddi Residency, Palghar Road, Navapur Naka, BOISAR-401501, Maharashtra
10	Eluru	CAN FIN HOMES LTD. D No 25-13-4/1, N R Plaza, Narasimharaopet, More Super Market Road, ELURU-534006, W.G.Dist
11	Palwal	CAN FIN HOMES LTD. First Floor, Ashirwad Plaza, Opp Nishant Public School Rasolpur Road, PALWAL-121102
12	Pithampur	CAN FIN HOMES LTD., G-1, 1st Floor, Jeevan Complex, Mhow-Neemuch Road, PITHAMPUR, Madhya Pradesh - 454774
13	Mangalgi	CAN FIN HOMES LTD, F : 427-428, Ankammas plaza, First floor, Midde center, Tenali road, Mangalagiri Guntur district, AP., 522503
14	Attibele, Bangalore	CAN FIN HOMES LTD. Site no.1, D-1014, First Floor, Opp. Syndicate Bank, Attibele Circle Sarjapur Road, ATTIBELE, Bangalore – 562107
15	Thanisandra, Bangalore	CAN FIN HOMES LTD. No. 48, Ground Floor, 5th Main Road Central Excise Layout, Shivaram Karanth Nagar, THANISANDRA (attached to HRBR Layout branch), Bangalore - 560 077

16	Whitefield, Bangalore	CAN FIN HOMES LTD. No. 3 & 4, First Floor, Immadihalli Main Road, Vinayaka Layout WHITEFIELD, Bangalore - 560 066
17	AS Rao Nagar	CAN FIN HOMES LTD. 1st Floor, D.No.1-8-4/2, North Kamalanagar HYDERABAD – 500 062
18	Thirumangalam	CAN FIN HOMES LTD. D.No.46/1, HDFC Bank Building, Opp MEPCO Schlenk Primary School MaduraiMain Road THIRUMANGALAM – 625706
19	Dharwad	CAN FIN HOMES LTD. Municipal No. 11731/76/1, CTS 212/3LB, Ward No. 15, First Floor, Opp. BRTS Bus Terminus-NTTF, PB Road, DHARWAD - 580001
20	Batlagundu	CAN FIN HOMES LTD. (Dindigul Main Branch) # 5- 1, Anu Towers, First Floor, Madurai Main Road, Opp. SBI Near Kalliamman Temple, BATLAGUNDU - 624202, Tamil Nadu
21	Jhotwara	CAN FIN HOMES LTD. S-61 & 62, Laxman Rekha Scheme No-17, Nangal Jaisa Bohra, JHOTWARA, Jaipur-302012
22	Bhilai	CAN FIN HOMES LTD. Shop No.255-258, First Floor, Above HDFC Bank Chouhan Estate. G.E.Road, Supela Bhilai BHILAI - 490023
23	Bhimavaram	CAN FIN HOMES LTD, #2-1-50, F No. 4, Ground Floor, S V R Towers, J P Road, Bhimavaram, W G District, Andhra Pradesh – 534202
24	Kadapa	CAN FIN HOMES LTD Sri Vasavee Towers, D No. 42/1454-1, First Floor, Sankarapuram KADAPA - 516002
25	Siddipet	CAN FIN HOMES LTD. Office No. 101, D No. 18-54, First Floor, Prajay Srinilayam, Beside New Bus Stand SIDDIPET - 502103
26	Nizamabad	CAN FIN HOMES LTD. H No 5-6-370, First Floor, Road No 3, Hyderabad Road, Land Mark - Opp lane to more super market, Andhra bank, Saraswathi Nagar NIZAMABAD - 503001
27	Rajkot	CAN FIN HOMES LTD No.202, Corporate Levels, Second Floor 150 feet Ring Road, Near Ayodhya Chowk RAJKOT - 360005
28	Jamnagar	CAN FIN HOMES LTD Office No. 239-240, Second Floor, Madhav Plaza Near Lal Bunglow, Opp SBI JAMNAGAR - 361001
29	Haridwar	CAN FIN HOMES LTD First Floor, Above Ujjivan Bank, Arya Nagar Opp. Subharambh Wedding Point Jwalapur Main Road, HARIDWAR - 249407

30	Bhavnagar	CAN FIN HOMES LTD Flat No. 202, Second Floor, Corporate House Opp.HDFC Bank Waghawadi Road BHAVNAGAR - 364002
31	Sagar	CAN FIN HOMES LTD First Floor, Central Bank Building Gopal Ganj, SAGAR - 470001
32	Aurangabad	CAN FIN HOMES LTD Office No. 101, First Floor, Anand Business Centre, C.T.S No. 17303, Opp. Sant Eknath Rang Mandir, New Usmanpura AURANGABAD - 431005
33	Chakan	CAN FIN HOMES LTD Office No - 171, Dnyanda City, Dnyanda Builders, Dnyanda / Jadhav Commercial Center near Chakan ST Stand, Chakan Shikrapur Road CHAKAN - 410501
34	Kolhapur	CAN FIN HOMES LTD No. 560, E, First Floor, Mahavir Bhavan Shahapuri Vyapari Peth, KOLHAPUR - 416001
35	Alwar	CAN FIN HOMES LTD Plot No. 6, Second Floor Lajpat Nagar ALWAR - 301001
36	Jhansi	CAN FIN HOMES LTD First Floor, SBI Main Branch Building, Opp. Dhyanchand Stadium Chitra- BKD Road, Civil Lines, JHANSI
37	Jalandhar	CAN FIN HOMES LTD SCO-13, First Floor, Puda Complex, (Opp. Tehsil Complex) Ladowali Road JALANDHAR - 144001
38	Bannerghatta Road, Bangalore	CAN FIN HOMES LTD. No. 1 & 2, 2nd Floor, 1th Cross, Ramakrishnappa Layout, Gottigere Village BANNERGHATTA ROAD BANGALORE – 560083
39	Rewa	CAN FIN HOMES LTD Hall No. 5A 2/4 Block A, Second Floor, Shilpi Plaza REWA - 486001
40	Neyyattinkara	CAN FIN HOMES LTD. # XII / 504 - E, First Floor, Asif Centre, Alummoodu NEYYATTINKARA Trivandrum - 695121
41	Hinjewadi	CAN FIN HOMES LTD 1st Floor, Phadatate Heights, Above ICICI Bank Ltd, Near D'Mart HINJEWADI, Pune - 411012
42	Durgapur	CAN FIN HOMES LTD UCP-001, Ground Floor Bengal- Ambuja City Centre DURGAPUR - 713 216
43	Jagatpura, Jaipur	CAN FIN HOMES LTD 1st Floor, Rajawat Tower, Plot No.200, Lajpat Nagar near 7 No. Choraha, Maha Road, JAGATPURA, Jaipur
44	Jharsuguda	CAN FIN HOMES LTD. B K Building, Second Floor, Opposite Canara Bank SME Branch Sarbahal Road, JHARSUGUDA

45	Pollachi	CAN FIN HOMES LTD No.179-180, Golden Towers, 1t Floor, Palladam Road POLLACHI- 642 001
46	Thanjavur	CAN FIN HOMES LTD TS No.2093/2A1, 1st Floor, Vandikara Street, Nagai Main Road Near Santhapillai Gate Bud stop-THANJAVUR- 613007
47	Mancherial	CANFIN HOMES LTD 1st Floor, Plot NO.52, Road No.4, Hi-Tech city, MANCHERIAL-504208
48	Srikakulam	CANFIN HOMES LTD Door No.2-2-64 & 65, 1st Floor, Krishna Niwas, Near Rythu Bazar, Illisipuram Road SRIKAKULAM- 532001
49	Ballari	CAFIN HOMES Ltd, No.33M, 1st Floor, Jyothi Plaza Above Raymonds showroom, Near SP Circle, Club Road, Devi Nagar, BELLARI- 583103
50	Theni	CAN FIN HOMES LTD, Door, No. 1555/3, First Floor, Nehruji Road, Theni Periyakulam Highway, Allinagaram, Theni – 625 531
51	Hoskote	CAN FIN HOMES LTD, #86/14. First Floor, Near Govt. Taluk Hospital, Malur Main Road, Hoskote Town, Bangalore Rural - 562114
52	Haveri	Can Fin Homes Ltd, Plot No. 20/A & 20/B, Sy No. 157/B/1B/1C, Sri Renuka Arcade, Hanagal Road, Opp. New APMC, Haveri – 581110, Karnataka
53	Solapur	Can Fin Homes Ltd, Office No 3 & 4, Plot No 12-15, "Melody Business Centre", Sy No 124/A-5, Opp. Indian Model School, Jule Solapur, Solapur - 413 004, Maharashtra
54	Bhilwara	Can Fin Homes Ltd, Address: #9, S-13-14, First Floor, Basant Vihar, Bhilwara 311001, Rajasthan
55	Kalaburagi	Can Fin Homes Ltd, Shop No. 11 & 12, 1st floor, Krishneshwar complex, Opp: Chitari Saw Mill, New Jewargi Road, Kalaburagi - 585102, Karnataka