



NOTICE INVITING TENDER FOR ENGAGEMENT OF ELECTRICAL AUDITORS/ ENGINEERS FOR CONDUCTING ELECTRICAL AUDIT OF THE BRANCHES/ OFFICE PREMISES UNDER UCO BANK ZONAL OFFICE, BHUBANESWAR

SEALED QUOTATIONS ARE INVITED FROM COMPETENT PERSONS/ AGENCIES HAVING SOUND TECHNICAL CAPABILITY FOR ELECTRICAL AUDIT OF BANK'S BRANCHES/OFFICE PREMISES UNDER ZONAL OFFICE, BHUBANESWAR

DETAILED TERMS & CONDITIONS ARE GIVEN BELOW.

1. Scope of work:-

- a. We have 98 branches, 30 Off Site ATMs and one Zonal Office under Bhubaneswar Zone situated in various districts of Odisha. District-wise position of branches shown in Annexure- H of this advertisement.
- b. Our branches premises size may vary from 1000 sqft to 2000 sqft. Branches with On site would be treated as single unit. There are 30 Off site ATMs which will be audited for electrical safety.
- c. Electrical audit of branches are to be conducted to ensure fire safety, energy saving & assessment of compliance of statutory guidelines of state electricity department.
- d. E-auditors should submit their report in prescribed format attached herewith as annexure- E, offer their recommendations & suggestions.
- e. Upon receiving the duly filled E audit report from Electrical auditor(s), bank/ branch will arrange to rectify the deficiencies through its own sources. After rectification of deficiencies pointed out in E-audit of a branch, if Bank required to confirm the status of compliance of the same, then bank can assign the work of Post rectification Electrical audit of any specific branch to E –auditor. Post deficiencies rectification visits for assessment of level of rectification can be required for selected branches.

2. Eligibility Criteria of the bidder person/ agency:

- Applicant can be individual / organization.
- Applicant should possess the valid Electrical Auditor license / holding degree in Electrical engineering/ accredited by BEE(Bureau of Energy efficiency) . Photocopy of such license/ certificate should be submitted with the application.
- The person or staff appointed by successful bidder to conduct electrical audit of branches/offices must have degree in electrical engineering/ accredited by BEE (Bureau of Energy efficiency).
- Bidders have GST & PAN registrations.
- Bidder should have experience in executing the similar work as under at the Public sector banks/ RBI/ Govt organizations/PSU in last 5 years as on 31st March 2024.
 1. Three similar completed or active contracts in not less than 36 branches/ locations in last 5 years as on 31st March 2024. **OR**
 2. Two similar completed or active contracts in not less than 45 branches/ locations in last 5 years as on 31st March 2024. **OR**
 3. One similar completed or active contract in not less than 72 branches/ locations in last 5 years as on 31st March 2024.

Documentary proofs for the above specified work(s) like work order(s) and satisfactory/ successful accomplishment certificate(s) for each allotted work/ contract issued by respective organization/authority must be provided to establish the eligibility of vendor. *Refer Annexure-B*

3. Schedule for submission of Bids:

SN	Process	Schedule
1	Date of commencement of tender	30 April 2024
2	Pre-bid meeting	Queries related to tender can be submitted on our email, zobbsr.sec@ucobank.co.in on or before 14 May-2024 or interested bidder may visit our Zonal Office on 14 May -2024 for pre-bid meeting at 3 PM .
3	Last date of receipt of Sealed Bids	21 May 2024 up to 3 PM, tenders received after the due date and time line would not be considered for evaluation.
4	Address for communication/ submission of bids	Zonal Manager, UCO Bank, Zonal Office, 2nd ^t Floor, C-2, Ashoknagar – Bhubaneswar -751009,
5	Date of opening of Bids Technical	21 May 2024 at 3.30 PM at Zonal Office.
6	Price Bid	Will be intimated to Successful Bidders in due course
7	Earnest Money deposit	Rs. 5000/- , Demand draft in the name of UCO Bank, Zonal office, Bhubaneswar
8	Performance Security (Refundable)	10% of the cost of work to be submitted by successful bidder in the form of Demand draft at the time of allotment of work.
9	Validity of tender	90 days from the date of opening.

4. Quotation should be submitted in two Parts in separate sealed envelopes containing Part-I and Part-II which should be kept in third sealed envelope, super scribing ‘**Application For Engagement of ‘Electrical Auditor’**’ of Bank’s Branches under Bhubaneswar zone.

5. The Part-I & Part-II must contain the following documents:

- Part-I** - of tender, super scribing “PART-I (Technical Bid for Empanelment of ‘Electrical Audit’)”, should contain Application in Bank’s prescribed format as per Annexure-A along with all relevant documents as mentioned in the Annexure-B and a acceptance of terms & conditions as mentioned in Annexure-C.
There should not be any indication of price/rate/charges in Part-I of the tender. Conditional tenders will not be accepted.
- Part-II** - of tender should be submitted in separate sealed cover, super scribing “PART-II (Price Bid for Empanelment of ‘Electrical Audit’)”. The price should be quoted in column 2 & 3 of the prescribed format given in **Annexure-F**.

6- Evaluation of Bids: Part (I) Eligibility bid would be opened first, bidders who qualified in the evaluation of their eligibility bid are only considered for empanelment & evaluation of their financial bids Part-II. Date of opening of bids will be as per above specified schedule, in case of rescheduling of the same, an intimated would be sent to bidders through bidder’s email & telephone no. as shown on outer envelope of their bid. Bank is not liable of non receipt of information of opening of bids in case of not mentioning of email ID / telephone no., bounce back of email, not connecting to bidders through telephone. Bank reserves the right to reject any/all bids without assigning any reason thereto. Bidders can witness the tender opening process through their authorized representative of schedule date & time, it is not mandatory for bidder to present at the time of opening of bids. We are not bound to hold the process of opening of tender due to absence of representative of any or all of the bidders at the time of opening of bids.

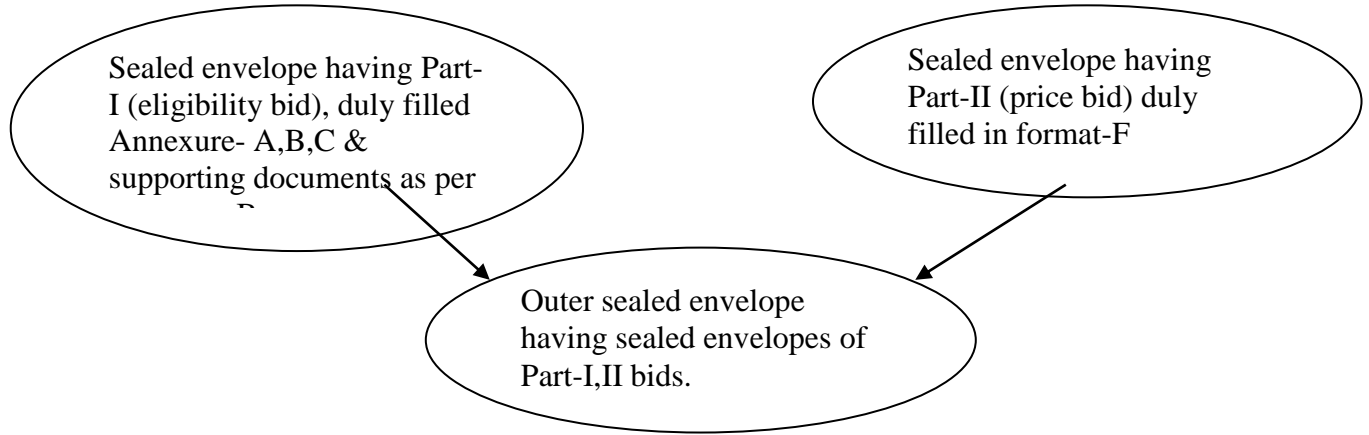
7- Allotment of work: Price bids of eligible bidders would be comparatively evaluated & lowest bid (L-1) would be decided on the basis of price quoted by bidders for Electrical audit per branch (in column no. 2 of annexure- F, Price bid). Work would be allotted to lowest (L-1) bidder; bank can also distribute the work among other eligible bidder(s) at the lowest rate. In that case major share of work would be allotted to lowest bidder. Bank reserve right to negotiate with lowest bidder.

8- Earnest money deposit:- Bidder has to provide earnest money deposit of Rs. 5000/- (Five thousand) in the form of Demand draft (DD) in favour of UCO Bank Zonal Office, Bhubaneswar along with tender document(Part-I bid). In case the bidder is exempted by Govt. order, need to provide an undertaking on non-judicial stamp stating that he/ they will not refuse to execute the purchase order/ contract if awarded by bank. EMD is liable to be forfeited in the event of:

- Revocation of the tender or increasing the rates after opening of the tender and before the expiry of the validity of tender.

- b) Refusal of the bidder/auditor to execute the work or not complying with the contractual terms & conditions after awarding of contract.
 - c) EMD of unsuccessful bidder would be returned.
2. For any queries, bidder may contact the undersigned on working days between 10 A.M. to 5 P.M.
 3. Bank is not responsible for any typographical mistake in the tender documents, late receipt bid or damage of bid in transit.
 4. Any dispute arising in this matter will be settled in the jurisdiction of Bhubaneswar.

Submission & Packing of bids



Zonal Manager
UCO Bank, Zonal Office,
C-2, Ashoknagar ,
Bhubaneswar -751009

E-mail: zobbsr.sec@ucobank.co.in

Enclosure:- Annexure- A,B,C,D,E & F



APPLICATION FORMAT

ANNEXURE-A

APPLICATION FOR ENGAGEMENT/ EMPANELMENT OF ELECTRICAL AUDITOR FOR VARIOUS BRNACHES/ OFFICE OF UCO BANK UNDER BHUBANESWAR ZONE

1. Name of Applicant
(Company/Firm/Individual/Agency):
2. Registered Address of the Applicant
with Telephone No. & E-mail ID:
3. Address of the Applicant in Bhubaneswar (If any)
with Telephone No. & E-mail ID:
4. Year of Establishment:
5. Status of the Applicant(whether
Proprietary/Private Ltd./Public Limited/
Co-operative Society/Public sector/
Autonomous body/Govt. Department):
(Enclose copies of relevant documents)
6. Name of Proprietor/Directors/Partners/
Controlling body
 - i)
 - ii)
7. Whether registered with the Registrar
of Companies/Registrar of Firms/Registrar
of Co-operative societies. If so, Please mention
the number of such registration and date. :
(Enclose copies of relevant documents)
8. Whether registered for GST.
If so, please mention the GST
number and furnish a copy:
9. Details of Permanent
Account Number:
(Enclose photocopy of PAN Card)
10. Whether the documentary proofs establishing
the eligibility for empanelment has been provided

(Enclose copies of relevant documents/ work orders, completion certificates specified in Annexure-B)

The particulars furnished in the application, eligibility bid- Annexure-B & documentary proofs submitted along with are true to the best of my/our knowledge & belief. I/we understand that if any of the particulars is found incorrect, even at a later stage, my/our empanelment will be cancelled & EMD can be forfeited. I/ we understand and accept the terms & conditions of the tender.

Date:

(Signature & Seal of bidder)

Name of Bidder



ELIGIBILITY BID (PART-I)

ANNEXURE- B

SN	Documentary proofs establishing eligibility of bidder	Provided (Yes/No)
1	Name of the bidder, Address	
2	License of Electrical Auditors/ Degree in Electrical engineering/ Accredited by BEE.	
3	Degree/ license/ BEE accreditation in favour of staff to be entrusted for doing electrical audit in branches.	
4	Copy of GST & PAN in the name person/agency	
5	Earnest money DD/ undertaking in case of exempted firm.	
6	List of clients with contact details	
7	Copies of three similar completed or active contracts of Electric audits along with completion certificate from issuing organisation in not less than 36 branches/ locations in last 5 years	
	Work order/ contract -1	
	Successful completion certificate	
	Work order/ contract -2	
	Successful completion certificate	
	Work order/ contract -3	
	Successful completion certificate	
8	Copies of two similar completed or active contracts of Electric audits along with completion certificate from issuing organisation in not less than 45 branches/ locations in last 5 years	
	Work order/ contract -1	
	Successful completion certificate	
	Work order/ contract -2	
	Successful completion certificate	
9	Copies of one similar completed or active contract of Electric audits along with completion certificate from issuing organisation in not less than 72 branches/ locations in last 5 years	
	Work order/ contract -1	
	Successful completion certificate	

The particulars furnished in the application are true to the best of my/our knowledge & belief. I/we understand that if any of the particulars is found incorrect, even at a later stage, my/our empanelment will be cancelled & EMD can be forfeited.

(Signature & Seal of bidder)
Name of Bidder

TERMS & CONDITIONS:

A) GENERAL CONDITION:

1. The Successful Bidder(s) will be engaged for doing 'Electrical Audit' of Bank's Branches, ATMs & office in Odisha State under Bhubaneswar Zone of UCO Bank. (District wise list of braches is shown in Annexure- D)
2. The work is to be started in consultation with General Administration Department/ Security Department, UCO Bank, Zonal office.
3. The Successful Bidder will have to carry out the work without making hindrances to other agencies, whose works are likely to be carried out simultaneously at the same site during working hours.
4. The Successful Bidder will take all measure on the site of the work to protect the public, our staff as well as their workmen from accidents and shall be bound to bear the expenses related to loss /damage to property, loss of life/ injury / medical treatment of any person caused by the act of person doing Electrical audit and defense of every suit, action or other proceedings at law that may be brought by any persons for injury sustained owing to neglect of the above precautions from their end and to pay compensation to any such persons as per law.
5. The Successful Bidder will have to inform the names of their authorized representatives/ engineer to be deployed at the site for the work. Bidder will submit a verified copy of electrical engineering certificate along with two passport size photo of the staff or representative, who will be allotted for doing the E audit work in our branches/ATMs. Authorization to conduct the E audit in branches/ATMs will be issued from our office in the name of that staff.
6. There will be no escalation of rate during the period of rate contract.
7. No space will be provided for site office, labour camps, storage etc.
8. Canvassing in connection with tender is strictly prohibited and the tenders submitted by the applicants who resort to canvassing will be liable to rejection.
9. No payment will be made towards expenses related to transportation, accommodation, food, site office, labour camps, storage etc.
10. The Applicants may visit the locations before submission of their quotation.
11. Refundable Performance security equivalent to 10% of the cost of work as a guarantee of timely & satisfactory accomplishment of work to be deposited at the time of allotment of work to successful bidder, in case of any default it can be forfeited. Performance security deposit can be forfeited in case bidder fails to complete the allotted work at the schedule time, auditing work is not upto the level of satisfaction.
12. In case Bank does not satisfied with the E audit report of any branch/ ATM, bank can assign the auditor to re audit the same branch/ ATM without paying any additional charges for the re audit.
13. If the project work is found unsatisfactory, bank can terminate the work at any time in between by giving 7 days notice to the agency and their performance security can be forfeited.
14. Branch wise data of faults/irregularities and suggestions in the form of excel sheet should be submitted to zonal office.
15. Bank reserves the right to accept or reject any or all quotation/s without assigning any reason.

B) COMPLETION TIME: Completion time for doing the E-audit of branches would be decided on mutual consent of the E-auditor & Bank. It would depend upon the no. of branches allotted to respective auditor.

C) PAYMENT TERMS: Payment will be made by respective branch against invoice after completion of job, successful submission of the copy of audit report to branches, Zonal Office & on getting clearance for release of payment from our office, subject to compliance of terms of contract and statutory deductions like TDS & GST TDS as per Rule.

Acceptance of above terms and condition as per Annexure –C

(Signature & Seal of bidder)

Name of Bidder



PART-II (PRICE BID) FOR ELECTRICAL AUDIT OF BRANCHES UNDER UCO BANK, ZONAL OFFICE, BHUBANESWAR

Bank require to conduct the Electrical audit of branches through Electrical auditors, E-auditors are expected to visit the each of the branch/ site shown in Annexure-D, prepare the E-audit report as per annexure- E. Charges for that work to be quoted in the format given below.

Upon receiving the duly filled E-audit report from Electrical auditor(s), bank/ branch will arrange to rectify the deficiencies through their own sources. After rectification of deficiencies pointed out in E-audit of a branch, if Bank required to confirm the status of compliance of the same, then bank can assign the work of Post rectification Electrical audit of any of the branch to any E -auditor. Separate charges to be paid to E-auditor for doing the post rectification E-audit, these charges to be quoted in column no. (3).

Lowest bid would be decided on comparative evaluation of price quoted in column no. 2, Charges for Electrical audit per branch. Bank reserve right to negotiate with lowest bidder.

Column	Charges for Electrical audit per Branch -INR (2)	Post Rectification Charges per Branch (3).
Option-1 Branch with or without On Site ATM		
Option -2		
A) Off Site ATM		
B) Zonal Office Building		

Above charges would include, labour, transportation, halting charges, equipments, etc. only GST will be paid extra at applicable rate.

(Signature & Seal of bidder)

Name of Bidder



PROFORMA FOR ELECTRICAL AUDIT

- ☐☐Electrical Auditor is required to take the attendance certificate from the Branch Head at the time of visiting the branch.
- ☐☐Electrical Auditor must consist of non-scaled sketch of layout of the branch including showing the denomination of the areas used by you in the report.
- ☐☐Electrical Auditor report must consist of single line diagram of existing electrical system including marking the position of critical faults needs immediate attention.
- ☐☐Inspection / recommendation report of existing electrical system with your observations and remarks.
- ☐☐Photocopy of last three electrical bills of the branch/office/atm, including marking any discrepancy, if any.
- ☐☐Branch/office Overview

Sr. No	Description	Particulars
☐☐	Zone	
☐☐	Name of Branch	
☐☐	Branch Code	
☐☐☐	Address	
☐☐☐	Phone/Fax	
☐☐☐	Contact Person	
☐	Mobile no.	
☐☐	Email id	
☐☐	Area of office	
☐☐	Working Hours	
☐☐☐	Working days	

A. Branch Inventory details

S N	Description	Wattage	Nos. installed floor wise			Electrical load	Suggestions for Improvement
			ATM	Floor no	Floor No		
1	Change over Switch						
2	MCCB						
3	Fuse						
4	MAX wire fuse						
5	MCB 4 Pole 100A						
6	MCB 2 Pole 63 A						
7	MCB 4 Pole 63 A						
8	MCB 2 Pole 32 A						
9	MCB 1Pole 32A						
10	MCB 1Pole 16A						
11	MCB 1Pole 10A						
12	MCB 1Pole 6A						
13	MCB 1Pole 25A						
14	RCCB 63A						
15	Stabilizer						
16	M.C.B 2 Pole 40 A						



17	A.C Window						
18	A.C Split 1.5 TR						
19	A.C Split 2 TR						
20	A.C Split 1 TR						
21	Wall Fan						
22	Ceiling Fan						
23	Water Cooler						
24	Exhaust Fan						
25	T8 2 Fit 18 W						
26	T8 36 W						
27	CFL 2 pin 18 W						
28	T12 40 W						
29	T8 36 W						
30	CFL 40 W						
31	CFL 30 W						
32	Fire Machine						
33	Camera						
34	LCD						
35	Fax M/C						
36	Coffee M/C						
37	Computer CRT						
38	Printer						
39	Master CPU 10A						
40	Scanner						
41	Money Counting Machine						
42	Micro wave						
43	Heater						
44	T.V						
45	ATM M/c						

B. Electrical Load analysis

SN	Description	Status	Suggestions for Improvement
1	Total Sanctioned Load		
2	Total Connected Load		
3	Is Sanctioned load less than Connected load		
4	Has branch applied for additional load		
5	Electrical Load Utilization		
6	Electrical Load on UPS		
7	DG Set installed: YES/NO		
8	DG Set Capacity		



B. ELECTRICAL DISTRIBUTION SYSTEM:

SN	Description	Status	Suggestions for Improvement
1	Is distribution of load satisfactory		
2	Condition of Electrical Wiring		
3	Type of Wiring Used		
4	No. of MCB's and ELCB		
5	Whether MCB's and ELCB are of required rating		
6	Whether cables and connection are good and of adequate capacity		
7	Whether electrical equipments are operating at specified voltage / current (within tolerance range)		
8	Rating of Fuses/Junction Box		
9	Are the ratings correct?		
10	Are Fire Box Switch Inserts used		
11	Whether single isolating switch is available for the whole premises		
12	Are Earth Pits identified		
13	Earth Connection to equipments: Proper/Not proper		
14	No. of earth pits available		
15	Whether earthing is done properly to equipments		
16	Voltage between neutral and earth		
17	Whether DG is provided with neutral earthing		
18	Whether ELCB provided		
19	ATM M/s Earth pits identified		
20	Earthing check of each pit		
21	UPS room exhaust fan installed		
22	UPS room Condition		



23	UPS battery Connections		
24	Whether adequate capacity timer used in timer of AC/Glow sign board		
	Whether lightening arrestor provided in Branch/ATM		
25	Whether water seepage near electric equipments		
26	Whether there is any provision to isolate electric supply of equipments used in night from entire Electrical System		

D Measurement of Electrical Parameters

Meter no.						
Sr. No	Description	Voltage	Current	Power factor	Power	Remarks
	R					
	Y					
	B					
	Neutral					

1. Floor wise assessment of UPS (Report to be submitted as per following format):

No of UPS	Capacity of (KVA)	P-P Voltage of each UPS			P-N Voltage of each UPS			Phase Currents			Total electrical load consumption		Neutral Earthing & its adequacy	Protective earthing & its adequacy	Remarks (Condition of machine acceptable or Not)	Suggestions on improvement, if any
		R	Y	B	R	Y	B	R	Y	B	KW	A				

☐☐E Lux levels

Sr. No	Area	Lux
1	Branch head cabin	
	Officers	
	Cash counters	
	Store room	
	UPS room	
	ATM room	

1 ☐☐Condition of Electrical wiring



Observations

- Recommendation

Tips on energy saving

Signature of E. Auditor

Signature of Branch Head



FORMAT OF INTEGRITY

UCO Bank, a body corporate, constituted under the Banking Companies (Acquisition & Transfer of Undertakings) Act, 1970 as amended from time to time having its Head Office at No.10, BTM Sarani, Kolkata-700001, hereinafter referred to as “**Bank**” (which expression shall unless excluded by or repugnant to the subject or context be deemed to mean and include its assigns, administrators and successors) of the “**ONE PART**

And

..... Hereinafter referred to as “The Bidder/Contractor”.

Preamble

The Bank intends to award, under laid down organizational procedures, contract/s for.....The Bank values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder (s) and / or contractor (s).

In order to achieve these goals, the Bank will appoint an independent External Monitor (IEM), who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1 – Commitments of the Bank.

1.The Bank commits itself to take all measures necessary to prevent corruption and to observe the following principles:-

a. No employee of the Bank, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

b. The Bank will during the tender process treat all Bidder(s) with equity and reason. The Bank will in particular, before and during the tender process, provide to all Bidders (s) the same information and will not provide to any Bidders (s) confidential/additional information through which the Bidder(s) could obtain an advantage in relation to the process or the contract execution.

c. The Bank will exclude from the process all known prejudiced persons.

2. If the Bank obtains information on the conduct of any of its employees which is criminal offence under the IPC/PC Act, or if/if there be a substantive suspicion in this regard, the Bank will inform the Chief Vigilance Office and in addition can initiate disciplinary actions.

Sections 2 – Commitments of the Bidder (s)/Contractor(s)

1.The bidder(s) /contractor(s) commit himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.

a. The Bidder(s) contractor(s) will not directly or through any other persons of firm, offer promise or give to any of the Bank's employees involved in the tender process of the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to in order to obtain in

exchange any advantage or during the execution of the contract.

b. The Bidder(s) /Contractor(s) will not enter with other Bidders into any undisclosed agreement of understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process .

c. The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act, further the Bidder(s) / contractors will not use improperly for purposes of competition or personal gain, or pass on to others, any information or document provided by the Bank as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

d. The Bidder(s) / Contractor (s) of foreign origin shall disclose the name and address of the Agent/representatives in India, if any. Similarly the bidder(s)/contractor(s) of Indian Nationality shall furnish the name and address of the foreign Banks, if any. Further details as mentioned in the “Guidelines on Indian Agents of Foreign Suppliers” shall be disclosed by the Bidder(s)/Contractor(s). Further, as mentioned in the Guidelines all the payments made to the Indian agent/representative have to be in Indian Rupees only.

e.The Bidder(s)/Contractor(s) will when presenting his bid, disclose any and all payments he has made is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.

2. The Bidder (s) /Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3: Disqualification from tender process and exclusion from future contracts



If the Bidder(s)/Contractor(s), before award or during execution has committed transgression through a violation of Section 2, above or in any other form such as to put his reliability or credibility in question, the Bank is entitled to disqualify the Bidder (s)/Contractor(s) from the tender process or take action as per the procedure mentioned in the “Guidelines on Banning of business dealings”. Copy of the “Guidelines on Banning of business dealings” is annexed and marked as Annex-B”.

Section 4 : Compensation for Damages

1. If the Bank has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the Bank is entitled to demand and recover the damages equivalent to Earnest Money Deposit/Bid Security.
2. If the Bank has terminated the contract according to Section 3, or if the Bank is entitled to terminate the contract according to Section 3, the Bank shall be entitled to demand and recover from the Contractor liquidated damages of the Contract value of the amount equivalent to Performance Bank Guarantee.

Section 5 : Previous Transgression

1. The Bidder declares that no previous transgressions occurred in the last three years with any other company in any country conforming to the anti corruption approach or with any other public sector enterprise in India that could justify his exclusion from the tender process.
2. If the bidder makes incorrect statement on this subject he can be disqualified from the tender process and action can be taken as per the procedure mentioned in “Guidelines on Banning of business dealings”.

Section 6 : Equal treatment of all Bidders/Contractors/subcontractors.

1. The Bidder (s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact, and to submit it to the Bank before contract signing.
2. The Bank will enter into agreements with identical conditions as this one with all bidders, contractors and subcontractors.
3. The Bank will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

Section 7 : Criminal charges against violation Bidder(s)/Contractor(s)/Sub contractor(s).

If the Bank obtains knowledge of conduct of a Bidder, Contractor or subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the Bank has substantive suspicion in this regard, the Bank will inform the same to the Chief Vigilance Officer.

Section 8 : Independent External Monitor/Monitors

1. The Bank appoints competent and credible Independent External Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.
2. The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the Chairman & Managing Director, UCO Bank.
3. The Bidder(s)/Contractor (S) accepts that the Monitor has the right to access without restriction to all project documentation of the Bank including that provided by the Contractor.

The Contractor will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder (s)/Contractor(s)/Subcontractor(s) with confidentiality.

4. The Bank will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Bank and the Contractor. The parties offer to the Monitor the option to participate in such meetings.

5. As soon as the Monitor notices, or believes to notice, a violation of this agreement he will so inform the Management of the Bank and request the Management to discontinue or take corrective action, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act, in a specific manner refrain from action or tolerate action.
6. The Monitor will submit a written report to the Chairman & Managing Director, UCO Bank within 8 to 10 weeks from the date of reference or intimation to him by the Bank and should be occasion arise, submit proposals for correction of problematic situations.
7. Monitor shall be entitled to compensation on the same terms as being extended to / provided to Independent Directors on the UCO Bank.
8. If the Monitor has reported to the Chairman & Managing Director, UCO Bank a substantiated suspicion of an offence under relevant IPC/PC Act, and the Chairman & Managing Director, UCO Bank has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.
9. The word "Monitor" would include both singular and plural.

Section 9 – Pact Duration.

This pact begins when both parties have legally signed it, if expires for the contractor 10 months after the last payment under the contract, and for all other Bidders & Months ---- the contract has been awarded.

If any claim is made lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged / determined by Chairman and Managing Director, UCO Bank.

Section 10 – Other provisions

- This agreement is subject to Indian Law, Place of performance and jurisdiction is the Registered Office of the Bank i.e.
- Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.
- If the Contractor is partnership or a consortium, this agreement must be signed by all partners or consortium members.
- Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

(For & on behalf of the Bank)

(Office Seal)

Place _____

Date _____

Witness : (Name & Address)

(For & On behalf of Bidder/Contractor)

(Office Seal)

Place _____

Date _____

Witness : (Name & Address)



Draft INDEMNITY Bond

KNOW all men by these presents that I/We, Shri/Smt....., son/daughter/wife of Shri....., residing at, as Proprietor/Partner/Director of, having office at, a contractor/Vendor and have submitted an offer in response to Tender Notice No. dated being being the indemnifier do hereby execute indemnity bond in favour of UCO Bank having their Head Office at 10, B.T.M Sarani, Kolkata-700 001 and having Zonal Office, at on this--- day of -----, 201.,

WHEREAS the Bank invited tenders for-AND

WHEREASsubmitted tenders amongst others for the said work.

AND WHEREAS the Bank after observing all formalities in the matter, accepted the tender submitted byand informed them by its letter datedAND WHEREAS pursuant to acceptance of the tender given by the said Contractor, the Bank and the said Contractor have entered into an Agreement on.....for.....

AND WHEREAS it is one of the terms of the said Tender-Contract that the Contractor shall give an indemnity in the manner hereinafter appearing.

NOW THIS BOND OF INDEMNITY WITNESSTH AS FOLLOWS:

In consideration of the Bank having agreed to award the aforesaid contract to us more particularly described and stated in the aforesaid Agreement dated ----- and the related tender documents, we do hereby agree ad undertake that we, being the indemnifier shall, at the time hereinafter save and keep the bank harmless and indemnified including its respective Directors, officers and employees and keep them indemnified from and against

1. Any third party claims, civil or criminal complaints/ liabilities, site mishaps and other accidents or disputes and/or damages occurring or arising out of any mishaps at the site due to faulty work, negligence, and/or for violating any law, rules and regulations in force, for the time being while executing civil work by me/us.
2. Any damages, loss or expenses due to/resulting from any negligence or breach of duty on the part of me/us or any sub-contractor/s if any, servants or agents.
3. Any claim by an employee of mine/ours or of sub-contractors if any, under the Workmen Compensation Act and Employer Liability Act or any other law, rules and regulations in force for the time being and any acts replacing and/or amendments thereof as may be in force at the time and under any law in respect of injuries to persons or property arising out of and in the course of execution of the contract work and/or arising out of and in course of employment of any workmen/employee.
4. Any act or omission of mine/ours or sub-contractors if any, ours/theirs servants or agents which may involve any loss, damage, liability, civil or criminal action.



5. We further agree and undertake that we shall during the contract period, ensure that all permissions, authorisations, consents are obtained from the local and or municipal and//or governmental authorities, as may be required under the applicable laws, regulations, guidelines, notifications, orders framed or issued by any appropriate authorities.
6. If any, additional approval, consent or permission is required by us to execute and perform the contract during the currency of the contract, we shall procure the same and/or comply with the conditions stipulated by the concerned authorities without any delay.
7. Our obligations herein are irrevocable, absolute and unconditional in each case irrespective of the value, genuineness, validity, regularity or enforceability of the aforesaid agreement or the insolvency, bankruptcy, re-organisation, dissolution, liquidation or change in ownership of the bank or indemnifier.
8. Our obligation under this bond shall not be affected by any act, omission, matter or thing which would reduce, release us from any of the indemnified obligation under this indemnity or diminish the indemnified obligations in whole or in part, including in law, equity or contract (whether or not known to it, or to the bank).
9. This indemnity shall be governed by and construed in accordance with the laws of India. We irrevocably agree that any legal action suit or proceedings arising out of or relating to its indemnity may be brought in the Courts, Tribunals at ----- . Final judgment against us in any such action, suit or proceedings shall be conclusive and may be enforced in any other jurisdiction by way of suit on the judgment/decree, a certified copy of which shall be conclusive evidence of the judgment/decree, or in any other manner provided by law. By the execution of this indemnity, we irrevocably submit to the exclusive jurisdiction of such Court/Tribunal in any such action suit or proceeding.

IN WITNESS WHEREOF

----- (Name of Contractor) has set his/their hands
on this ----- day of -----, 2024

SIGNED AND DELIVERED BY THE AFORESAID ----- (Name of Authorised person)

IN THE PRESENCE OF WITNESS

- 1)
- 2)



Distt. Wise Premises details:-

SL. NO.	DISTRICT	No. OF BRANCHES
1	CUTTACK	28
2	GAJAPATI	1
3	GANJAM	9
4	KANDHAMALA	5
5	KHORDA	30
6	KORAPUT	1
7	MALKANGIRI	2
8	NABRANGPUR	1
9	NAYAGARH	7
10	PURI	13
11	RAYAGADA	1
	TOTAL	98