

JANATA SAHAKARI BANK LTD., SATARA

Request for Proposal (RFP)

FOR SUPPLY OF BIS CERTIFIED NOTE SORTING MACHINES

(NSM)

1. Introduction

● About the Bank

JANATA SAHAKARI Bank Ltd., Satara has its Head Office located in Satara and has 16 branches in various parts of Satara District. All technical details of the Note Sorting Machine are to be entered in Annexure - II. However the bank reserves its right to change the scope of the tender document considering the size, variety and quantity of the requirements and changing business conditions.

2. Objective

The Bank intends to procure RBI-compliant and BIS-certified Note Sorting Machine in accordance with the following standards and guidelines:

- RBI Circular No.: RB1/2024-2025/86
- DCM (NPD) No.: S2193/09.45.000/2024-25
- BIS Standard: IS 18663:2024

The proposed equipment includes the following BIS Certified 2+1-Pocket Note Sorting Machine

- **Brand :** Glory **Model :**
- **Brand :** Others **Model :**

The Bank reserves the right to modify the scope as necessary. However, the Bank will procure only Two (2) machines in total.

3. Scope of Work

Janata sahakari Bank Ltd., Satara invites sealed proposals from BIS CERTIFIED NOTE SORTING MACHINES (NSM) as per **Annexure II**, along with installation and post-installation support. The selected vendor shall:

3.1 Supply & Delivery

- Supply BIS Certified Note Sorting Machines.
- Supply all necessary power cables, data cables and accessories.



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3.2 Certification Requirements

Vendor must submit:

- BIS Certificate (IS 18663:2024)
- OEM Authorization Letter
- Fitness Sorting Test Report

3.3 Installation & Configuration

- Install the machine at designated branch.
- Configure Sorting Mode :
 1. Authentication
 2. Fitness Sorting
 3. Denomination Sorting
 4. Reject Bin Settings
- Integrate with existing branch layout.

3.4 Training

Mandatory staff training on:

- Basic operations
- Error handling
- Fitness Sorting
- Report generation
- Paper jam and sensor cleaning

3.5 Warranty & Support

- Response Time: 6 hours
- Resolution Time: 24 hours
- Quarterly Preventive Maintenance

3.6 Documentation

Vendor must provide:

- Technical Manual
- User Guide
- Warranty Certificate
- PM Schedule
- Quarterly Visit Report



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4. Vendor Eligibility Criteria

- The vendor should be a company registered in India under Indian Companies Act. 1956 or Indian Companies Act 2013.
- The vendor must have an average turnover of Rs. 50 Lac in the last three Financial Years (Audited Annual Financial Statement to be submitted as proof Last 3 Year).
- The Vendor must have at least Five years' experience in providing direct Supply. Contract support (not through franchisees/sub-contractors) to Commercial Banks/Financial Institutions/State or Central Government Departments having offices/branches in the state of Maharashtra, handling a minimum number subcontractors by major clients during the last three years shall be submitted.)
- The Vendor must have at least 10 Service Engineers in their payroll in the state of Maharashtra at present. Copy of supporting documents to be submitted
- The Vendor should not have been black-listed by any Public Sector Bank/Co-Op Bank/Government Department in the past. A self-declaration letter by the Vendor, on the company's letter head should be submitted along with the bid
- Eligibility Criteria (**Annexure 1**) duly filled and signed along with supporting documents in separate Envelope.

5. Vendor Information

Vendor should attach following vendor information(**Annexure I**).

- Vendor Profile along with registration certificates
- Products and services offered
- Personnel profile
- Vendor support services
- Customer Information: Vendor should enclose the list and details of their Customers in Banking/Financial segment, minimum 3 customer details should be attached

6. Commercial Format

- Sealed Commercial Bid (**Annexure II**) in separate Envelope.
- **The Bank reserves the right to modify the scope as necessary. However, the Bank will procure only Two (2) machines in total.**

7. Timeline

- RFP Issue Date: 11/06/2026
- Submission Deadline: 18/06/2026 before 5:30 PM
- Purchase Order Issuance: Within 7 working days of finalization
- Delivery Deadline: Within 7-10 working days of PO



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8. Penalty

- Bank reserve rights to cancel order or charge penalty for delayed supply, installation which is binding on vendor.

9. Terms and Conditions

- No advance payment will be released against the Purchase order.
- Payment will be released after complete installation and implementation.
- The vendor shall submit GST invoices for payment of at Administration Department Head Office, Satara.
- Selected vendor will provide separate SLA before execution of order.

10. Bank's Rights

- The bank may at its discretion apply whatever criteria it deems appropriate for the final selection of the vendor.
- The bank reserves the right to accept or reject in part or full any of the offers without assigning any reason whatsoever.
- The bank reserves the right to change the scope of the tender document at any future date prior to awarding the implementation contract, for the purpose of any further evaluations.
- The Bank reserves the exclusive right to make any amendments/changes to or cancel any of the above conditions or any other condition related to this tender document without assigning any reason whatsoever.

11. Confidentiality

The Contractor has to acknowledge that all material and information which has or will come into its possession or knowledge in connection with the Contract or the performance hereof, whether consisting of confidential and proprietary data or not, whose disclosure to or use by third parties may be damaging or cause loss to The Bank will at all times be held by it in strictest confidence and it shall not make use thereof other than for the performance of the Contract and to release it only to employees requiring such information, and not to release or disclose it to any other party. The Vendor shall take appropriate action with respect to its employees to ensure that the obligations of non-use and nondisclosure of confidential information under this Contract are fully satisfied.

12. Bidding Process

Interested vendors may therefore arrange to send sealed commercial bid (**Annexure II**) & technical bid in separate (which includes documents supported for eligibility criteria, Company profile. List of Customers etc) All the documents shall be put in a cover super-scribed as



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"QUOTATION FOR SUPPLY OF BIS CERTIFIED NOTE SORTING MACHINE (NSM)" addressed to the following:

The Chief Executive Officer,
Janata Sahakari Bank Ltd., Satara
179, Bhavani Peth,
Satara. Pin: 415002

The last date of submission of the quotes is **18/06/2026 on before 5.30 PM** The proposals shall be submitted in a sealed cover super - scribed as "**QUOTATION FOR SUPPLY OF BIS CERTIFIED NOTE SORTING MACHINES (NSM)**", which should contain two separate sealed covers for Technical and Commercial Proposals on above address.

- The vendor should write your information on the envelope as follows:
 - Company Name:
 - Contact Person Name:
 - Contact Number:
 - Alternate Contact Number:
 - Mail Address:

- Late Bids:

Any bid received by the Bank after the submission deadline will be rejected. At the bidder's request, such bids may be returned unopened.

- Document Checklist

Following documents complete in all respect is to be submitted in the bid: Signed copy of this RFP thereby agreeing to the terms & conditions mentioned herein.

- Eligibility Criteria (**Annexure 1**) duly filled and signed along with supporting documents in separate Envelope
- Sealed Commercial Bid (**Annexure II**) in separate Envelope.(Product Wise)



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Annexure I

VENDOR PROFILE AND OTHER DETAILS

A. Basic Information

Field	Details
Name of the Applicant and address of the Registered Office	
Addresses and phone numbers of the Directors	
Main Office Address in Maharashtra	
Date of Establishment	
Type of Company (Private Ltd./ Public Ltd.)	
No. Of years of experience in Financial field	
Yearly Turnover for last 3 Financial Years (Attach Audited Balance Sheets)	FY 2023-24:
	FY 2024-25:
	FY 2025-26:
PAN Number	
GSTIN	



B. Work Capability and Previous Experience

List of 5 most Important Projects in Last 3 Years

Sr. No	Name of the Project & Location	Name & Full Address of the Client	Contract Amount (₹)	Contract Period (Stipulated & Actual)	Incomplete/ Terminated work (Yes/No)
1				Stipulated:	
				Actual:	
2				Stipulated:	
				Actual:	
3				Stipulated:	
				Actual:	
4				Stipulated:	
				Actual:	
5				Stipulated:	
				Actual:	

Declaration: Certified that the details furnished above are true and correct to the best of our knowledge and belief.



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C. Eligibility Criteria

Sr. No	Eligibility Criteria	Compliance (Yes / No)	Detail of Proof Attached / Undertaking
1	The Vendor should be a Company/ Firm and should have its own service/repair center in Maharashtra		
2	Address and phone number of the office in Maharashtra		
3	Address be in the Directors with mobile number		
4	Should be in the business of maintenance of Hardware and peripherals for the last one year		
5	Should have an annual turnover of ₹ 50 Lakhs or above per year for the last 3 years		
6	Attested copies of Audited Financial Statements for FY 2023-24 & 2024-25& 2025-26		
7	Should have made net profit in at least two out of the last three financial years		
8	The Resident Service Engineer shall be on the direct payroll of the vendor		
9	Vendor should not have been blacklisted by any Government Authority/ Financial Institution/ PSU (Attach Undertaking on Company Letterhead)		
10	Vendor should have valid PAN No. GSTIN		
11	MAF/ OEM Authorization letters from respective OEMs		

Place : _____

Date : _____

Signature of the authorized person with seal



JANATA SAHAKARI BANK LTD., SATARA

Annexure II

COMMERCIAL BID FORMAT

< Company Letter Head >

**PRICE QUOTE
FOR
SUPPLY OF BIS CERTIFIED NOTE SORTING MACHINES (NSM)**

Sr. No	Item Description	Unit Price (₹)	Total Price (₹) (Including all applicable Taxes)
1	BIS Certified 2 + 1 - Pocket Note Sorting Machine Brand : Glory		
2	BIS Certified 2 + 1 - Pocket Note Sorting Machine Brand : Others		
	Total		

Note :

- The Bank reserves the right to modify the scope as necessary.
- The Bank will purchase a total of 2 machines of only one brand out of the above two.

Place : _____

Date : _____

Signature of the Authorized Signatory With Seal



