



THE MAYURBHANJ CENTRAL CO-OPERATIVE BANK LTD.

At/Po-Baripada, Dist- Mayurbhanj (Odisha), Pin-757001

C.E.O.- 06792-252315

Fax- No. 06792-254844

Website: mayurbhanjccb.bank.in

E-mail: computercell@mccb.bank.org.in

MCCB/No. : 2292

Date : 10.09.2026

TENDER CALL NOTICE

Sealed tenders are invited from the service registered Firms/Service Agencies having valid GSTIN for Annual Maintenance Contract (AMC) of UPS at Head Office and different Branches of the Bank. The bidders shall have to furnish their offer/price towards cost of AMC as mentioned in the financial bid after going through the terms and conditions of the tender documents. The service taxes as applicable should be indicated on the total offer price including service charges. The bidder may obtain the details of UPS with specification from the website of The Mayurbhanj Central Cooperative Bank Ltd., i.e. mayurbhanjccb.bank.in.

Tender should reach the undersigned on or before **25.09.2026 by 2.00 PM** at the latest and the tenders shall be opened on the same day at **03.30 PM** before the Purchase Committee of the Bank. The interested bidders or their authorized representatives can present before the Purchase Committee.

Tenders received in incomplete shape or after the schedule date and time shall be summarily rejected. The bank reserves the right to reject any or all tenders without assigning any reason thereof. Tenders shall remain valid for a period of one year from the date of acceptance or would be decided by the competent authority.

Siddharth Radajana

Chief Executive Officer I/C

10.09.2026

Memo No. 2293

Date 10.09.2026

Copy of Tender Notice along with Tender papers forwarded to the Computer Cell of the Bank for information and necessary action with an advise to upload the Tender Notice in the website.

Siddharth Radajana

Chief Executive Officer I/C

10.09.2026

PTO

Memo No. 2294

Date 10.09.2026

Copy of Tender Call Notice forwarded to the Purchase Committee of the Bank for information with a direction to finalize the Tender Call Process for AMC of UPS System of the Bank.

Siddhant Padarab
Chief Executive Officer I/C 10.09.2026





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Date : 10.09.2026

TENDER DOCUMENTS

Annual Maintenance Contract (AMC) for UPS installed in The Mayurbhanj Central Cooperative Bank Ltd., Head Office & its 10 nos. of Branches by reputed Firms.

Date of issue of Tender Document	10.09.2026
Last Date & Time of submission of Tender Document	Up to 02.00 PM on 25.09.2026
Date & Time for opening of Tender Document	
Technical Bids	03.30 PM on 25.09.2026
Financial Bids of eligible Tenderers	03.30 PM on 25.09.2026
Security Deposit/EMD (Refundable)	Rs. 10,000 (Rupees Ten Thousand Only) in shape of cash challan at Main Branch of MCCB Bank Ltd. The counter folio of the same should be enclosed with the technical Bid.

CONTENTS OF TENDER DOCUMENT

Sl. No.	Description of Contents	Annexure
1	Tender Call Notice	
2	Eligibility Criteria / Scope of work/ Period of Contract/ Payment Terms and other Terms and conditions to the Tenderers	ANNEXURE-I
3	Proforma for Technical Bid	ANNEXURE-II
4	Proforma for Financial Bid	ANNEXURE-III
5	Tender Acceptance Letter	ANNEXURE-IV

NB: Bidder should put signature with seal on each paper of T&C (i.e. ANNEXURE-I).

Siddhanta Bada
10.09.2026

Chief Executive Officer I/C

ANNEXURE-I

ELIGIBILITY CRITERIA



The firm must be registered with respective authorities like Company of Registrar OR Goods & Service Tax, etc., as per rules. Valid copies of such registration certificates must be submitted. The firm must have to produce copy of Income Tax Return & GST Returns.

- i. The bidder should have minimum **10 years' experience** of executing AMC of UPS in any government or Semi government organization or public sector undertaking or any RCB.
- ii. The service rendering office of the firm or its Branches should be located in Odisha State.
- iii. The firm must have to produce last **2 nos. of Annual Maintenance Contract orders** as received which is above **1 lakhs**.
- iv. The firm should not be terminated within its contract period before expiry of the contract.
- v. The Bidder should have to depute **two numbers of technical staffs** for this Bank in maintenance of UPS.

SCOPE OF WORK

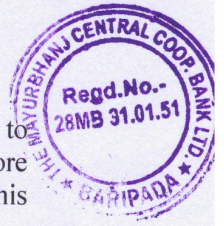
Comprehensive annual maintenance contract of online UPS for a period of one year for maintaining the items in good working conditions for providing business continuity in the Head Office and different branches of the Bank.

1. The contract is comprehensive and covers free replacement of all defective parts except battery.
2. A complaint must be resolved within **4 hours** when no change of spare part is involved, however, in case of requirement of change of spare part, the complaint should be resolved within **48 hours** of its receipt.
3. In case UPS is not repaired, the firm must be able to provide standby in lieu of the UPS to be taken up for repair.
4. The replaced part will either be a new part/parts or equivalent in performance to new part/parts.
5. Repair and servicing of equipment can be carried out onsite or at the firm's workshop after attending the complaint by replacement method and the same shall be done within **7 days** from the receipt of the complaints in case of major fault. No TA/DA shall be admissible for firm for rendering the services during the contract period.

PERIOD OF CONTRACT

1. This contract shall remain valid for a period of one year i.e from the date of signing of contract or placing of work order by the Bank. The contract may be extended for further period of two years (one year on each occasion) on mutual consent/agreement and on same unit price, terms, conditions and if services of the selected firm are found to be satisfactory during the contract period. Renewal should be proposed by either of the interested parties at least one month in advance prior to the expiry to the agreement.

Signature with seal of Bidder.



2. If the Bank is not satisfied with the performance of the firm on its failure to adhere to the provisions of the contract, the contract may be terminated at any time before completion of AMC period by giving prior notice to the firm. The decision of this office, in this regard, shall be final.
3. Sub-contracting of AMC is strictly prohibited and No change in AMC cost is allowed contract period.
4. Rates mentioned on the tender if accepted will not be allowed to be enhanced during the contract period.

PAYMENT TERMS

1. The Annual Maintenance Contract charges would be paid quarterly during the year. First installment would be due for payment after expiry of three months from the date of commencement of the contract. No advance payment in any case would be made.
2. Deduction of TDS will be made by the Bank, whenever applicable for income Tax as per rules.

OTHER TERMS AND CONDITIONS

1. The interested firm has to submit the tender paper addressing to **"The Chief Executive Officer, The Mayurbhanj Central Cooperative Bank Ltd., At-Kachri Road, Po/Ps- Baripada, Dist-Mayurbhanj-757001"** either by Speed post or Regd. Post or Courier or By-Hand only.
2. Any pre-bid query on the matter may be submitted over mail **computercell@mccb.org.in** by dated 10.09.2026 and its necessary reply shall be given to the respective email by dated 24.09.2026 by the Bank positively.
3. The firms shall not be liable for failure to perform any of its obligations under or arising out of his contract, if such failure results from any force majeure, act of God, fire, storm, natural disasters, earthquake, water damage, strikes, lightning or electrical disturbances etc.
4. The financial bid of only those tenderers will be opened who qualify in the Technical bid.
5. No bidding firm will be allowed to withdraw its bids after technical bids have been opened. The successful tenderer has to provide service in The Mayurbhanj Central Cooperative Bank Ltd., Baripada.
6. The Bank reserves the right to accept or reject any tender without assigning any reason thereof. Any clarification in the matter may please be obtained from the undersigned.
7. Any blacklisted Firm/Agency shall not be allowed to participate in the tender.
8. Any legal dispute is subject to the Civil Court of Baripada, Odisha only.
9. The interested Bidder has to submit the technical bid and financial bid separately in a single master envelope.
10. The EMD of the successful bidder will be kept by the Bank and no interest will be payable upon the security deposit to the firm under the contract period.

Signature with seal of Bidder.

ANNEXURE- II

TECHNICAL BID (On Company Letter Head)



Sl No	Description	Documents
1	Name of the Firm/Company/Agency	
2	Complete address & Telephone No.	
3	Name of the proprietor/Partners of the Agency/Firm	
4	Copy of latest Income Tax Return and GST return of the firm	To be enclosed
5	Copy of Registration Certificate of GST etc.	To be enclosed
6	10 Years of Service Rendering Experience proof including in Banking Industry/Contract Copies	To be enclosed
7	Self-Declaration of non-termination of contract before the expiry date	To be enclosed

Note: All documentary proofs have to be attached for above items & should be self-attested with seal.

I hereby agree to abide by all the terms & conditions of the tender documents.

Name & Signature of the

Authorized Signatory of the Firm

(With Seal of the Agency affixed)

Date:



ANNEXURE- III

FINANCIAL BID (On Company Letter Head)

Customer Name	Branch Name	Model	UPS SI Number	UPS Capacity in kVA	UPS Purchase Date	Amc Amount Per Annum
MAYURBHANJ CENTRAL CO-OP BANK LTD	KARANJIA BRANCH INFRONT OF LIC	Numeric HPL Manufacturing transformer base	I051602313	3	10-06-2005	
MAYURBHANJ CENTRAL CO-OP BANK LTD	KARANJIA BRANCH INFRONT OF LIC	Numeric HPL Manufacturing transformer base	I051602314	3	10-06-2005	
MAYURBHANJ CENTRAL CO-OP BANK LTD	RAIRANGAPUR BRANCH	Numeric HPL Manufacturing transformer base	II110100417	3	27-05-2011	
MAYURBHANJ CENTRAL CO-OP BANK LTD	RAIRANGAPUR BRANCH	Numeric HPL Manufacturing transformer base	II110100418	3	27-05-2011	
MAYURBHANJ CENTRAL CO-OP BANK LTD	BAHALDA BRANCH	Numeric HPL Manufacturing transformer base	II110100416	3	31-05-2011	
MAYURBHANJ CENTRAL CO-OP BANK LTD	BAHALDA BRANCH	Numeric HPL Manufacturing transformer base	II110100420	3	31-05-2011	
MAYURBHANJ CENTRAL CO-OP BANK LTD	BISOI BRANCH	Numeric HPL Manufacturing transformer base	II120200213	3	13-08-2012	
MAYURBHANJ CENTRAL CO-OP BANK LTD	BISOI BRANCH	Numeric HPL Manufacturing transformer base	II120200214	3	13-08-2012	
MAYURBHANJ CENTRAL CO-OP BANK LTD	BARKAND BRANCH	Numeric HPL Manufacturing transformer base	II120200215	3	05-10-2012	
MAYURBHANJ CENTRAL CO-OP BANK LTD	THAKURMUNDA BRANCH	Numeric HPL Manufacturing transformer base	II120200217	3	24-06-2012	
MAYURBHANJ CENTRAL CO-OP BANK LTD	THAKURMUNDA BRANCH	Numeric HPL Manufacturing transformer base	II120200218	3	24-06-2012	
MAYURBHANJ CENTRAL CO-OP BANK LTD	BETNOTI BRANCH	RS Power System High Frequency	OTHA12836	3	01-01-2015	
MAYURBHANJ CENTRAL CO-OP BANK LTD	BETNOTI BRANCH	RS Power System High Frequency	OTHA12840	3	01-01-2015	
MAYURBHANJ CENTRAL CO-OP BANK LTD	BADASAHI BRANCH,	RS Power System High Frequency	OTHA12841	3	01-01-2015	



MAYURBHANJ CENTRAL CO-OP BANK LTD	BADASAHI BRANCH,	RS Power System High Frequency	OTHA12842	3	01-01-2015	
MAYURBHANJ CENTRAL CO-OP BANK LTD	KHUNTA BRANCH	RS Power System High Frequency	OTHA12843	3	01-01-2015	
MAYURBHANJ CENTRAL CO-OP BANK LTD	KHUNTA BRANCH	RS Power System High Frequency	OTHA12844	3	01-01-2015	
MAYURBHANJ CENTRAL CO-OP BANK LTD	UDALA BRANCH	RS Power System High Frequency	OTHA12845	3	01-01-2015	
MAYURBHANJ CENTRAL CO-OP BANK LTD	UDALA BRANCH	RS Power System High Frequency	OTHA12846	3	01-01-2015	
MAYURBHANJ CENTRAL CO-OP BANK LTD	HEAD OFFICE	Numeric HPL : Manufacturing transformer base	II022702667	15	31-01-2003	
					GST (18%)	
					Total AMC Value	

Authorized Signature & Seal of the Company
Date-

Authorized Signature & Seal of the Company
Date-



Annexure-IV
TENDER ACCEPTANCE LETTER
(To be given by the Company Letter Head)

Ref No:

Date:

To
The Chief Executive Officer
The Mayurbhanj Central Cooperative Bank Ltd., Baripada.

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No:

Date:

Sir,

1. I/We have downloaded /obtained the tender document (s) for the above Mentioned Tender work from the website.
2. I/We have certified that I / We have read the entire terms & conditions of the tender documents which form part of the contract agreement and I/We shall abide hereby the terms / conditions / clauses contained therein.
3. I/We hereby unconditionally accept the tender conditions of above mentioned tender document (s) / Corrigendum (s) entirely / in its totality.
4. In case any provisions of this tender are found violated, then your Department/ Organization shall without prejudice to any other right or remedy be at liberty to reject this tender / bid.

Yours faithfully

(Signature of Bidder, with Official Seal)