

Date: 28.06.2023

Record Management Services for Canara Bank

RFP No.:	RFP/EPC/RMS/02/2023 dated 15.06.2023	Name of the RFP:
	Existing Clause as per RFP	Revised Clause
1	<p>Description in RFP document</p> <p>Clause No. 8, Para No. 3, Page No. 14</p> <p>PRE-QUALIFICATION CRITERIA (MANDATORY) 3. The service provider should have rendered Record Management services of any one of the following during last 5 years as on 31/12/2022 :</p> <p>a) At least Rs 33 crores each from 3 similar contracts b) At least Rs 42 crores each from 2 similar contracts c) At least Rs 66 crores each from 1 similar contract</p>	<p>Amendment to Clause No.8, Page No. 14 of RFP document- PRE-QUALIFICATION CRITERIA (MANDATORY) is as below:</p> <p>The service provider should have rendered Record Management services of any one of the following during last 5 years as on 31/03/2023 :</p> <p>a) At least ₹ 33 crores each from 3 similar contracts b) At least ₹ 42 crores each from 2 similar contracts c) At least ₹ 66 crores each from 1 similar contract</p>
2	<p>Form No.7, Page No. 51</p> <p>Certification I Membership from PRISM (Professional Records & Information Services Management)</p> <p>Records Storage Facilities across India each, with minimum 10,000 square feet area and 40,000 cubic feet storage capacity, at least 15 locations PAN India within geographical boundary of Bank's Circle Offices as provided in Form 8 (Maximum 5 points)</p>	<p>Form No.7 is modified and the same is enclosed herewith</p>
3	<p>Last date for submission of bids extended upto 13.07.2023, 15:00 Hrs</p>	



TENDER REFERENCE NO: RFP/EPC/RMS/02/2023 - DATE OF TENDER ISSUE: 15.06.2023

REQUEST FOR PROPOSAL (RFP) OF RECORD MANAGEMENT SERVICES FOR BANK RECORDS

Five PSUs or Govt. Sector	10
Three PSUs or Govt. Sector	8
Volume of storing and managing physical records for PSUs or Govt. Sector cumulatively (Maximum 10 Points) as on 31.12.2022	
10 lacs & above Cubic Feet	10
5 lacs & above Cubic Feet	8
Average annual financial turnover in the last three financial years i.e. 2019 - 20 to 2021 - 22 from records storage services rendered (Maximum 5 points)	
More than Rs.25 Crores	5
More than Rs.15 Crores	4
Aggregate space of exclusively for storing records, spread across PAN India with provision to allot required storage space for the Bank's physical records (Maximum 10 points)	
3 lac and above sq. ft.	10
1.5 Lac and above sq. ft.	8
Records Storage Facilities across India each, with minimum 10,000 square feet area or 40,000 cubic feet storage capacity, at least 15 locations PAN India within geographical boundary of Bank's Circle Offices as provided in Form 8 (Maximum 5 points)	
25 STORAGE FACILITY	5
20 STORAGE FACILITY	4
15 STORAGE FACILITY	3
SUB-TOTAL(ii)	50
GENERAL & TECHNICAL INFORMATION RATING	
Certification/Membership from PRISM (Professional Records & Information Services Management)/ i-Sigma	2
ISO Certifications	2
SUB-TOTAL(iii)	4
TOTAL SCORE (i) + (ii) + (iii)	100

Date:

Place:

Signature & Seal of the Service Provider:

