



# Indian Institute of Technology, Kharagpur

KHARAGPUR – 721 302

Tender No. IIT/SP/ PC/RC/2018

Date: 25.09.2018

## Sub : Procurement of Desktop PC on Rate Contract

Indian Institute of Technology Kharagpur, an Institute of National Importance, invites sealed two part bids from reputed **Original Equipment Manufacturers (OEM) or their authorized certificate holders**, for procurement of quality PC Desktops with FCC or equivalent certification, under the Rate Contract initially for a period of **six months** to meet its regular demand of PC Desktops, for usual teaching, research, project and administrative work, in reference to the indents being received from the Faculty members and Officers of the Departments /Centers/Schools/Sections etc. **The rate contract may be extended for another six months or more on satisfactory performance and on mutual consent.**

Interested vendors are requested to send their sealed bids as per **Technical Specifications (Annexure-I)** along with details in the **Minimum Qualification required for bidding as per Annexure-II(A) & Fill up the Technical Bid Document at par with Annexure-II(B)** and signed **Declaration (Annexure-III)**, **General Terms & Conditions (Annexure-IV)**, **Solvency Certificate Format as per Annexure V** and **format of Price bid (Annexure - VI) under a Two-Bid System**. A checklist and compliance statement, fulfilling all requirements on the product and vendor profile and capability shall also be submitted. The complete tender documents can be downloaded from [www.iitkgp.ac.in](http://www.iitkgp.ac.in) (Link: Tenders), the same is also available on Central Public Procurement Portal (<https://eprocure.gov.in/epublish/app>).

Indian Institute of Technology, Kharagpur will hold **Pre Bid Conference** with all **interested bidders** for technical and commercial discussions/clarifications. This conference will be held in the **Conference Room, Computer & Informatics Center, Ramanujam Academic Complex, IIT Kharagpur on 09.10.2018 at 3.30 PM.**

Interested vendors are required to submit two sealed envelopes containing Technical Bid (Envelope – I) and Commercial Bid (Envelope – II) placed in a larger sealed envelope super-scribing with reference number **(Tender No. IIT/SP/ PC/RC/2018, Dated: 25.09.2018)** to the Office of the Joint Registrar, Stores & Purchase Section, Indian Institute of Technology Kharagpur, P.O. Kharagpur Technology, PIN : 721 302 **on or before 31.10.2018, 2:00 PM.**

**The Technical bids will be opened on 31.10.2018 at 4.00 PM.** in the **Conference Room, Computer & Informatics Centre, Ramanujam Academic Complex, IIT Kharagpur.**

Sd/-

**Joint Registrar(S &P)  
for Director, IIT Kharagpur**

Copy to:

1. Institute website
2. CPPP
3. News Paper
4. Notice Board

### Technical Specification for Desktop PC

Sl. No.	Component	Specification
1	<b>Processor</b>	Intel 8th Generation Core i5-8500 Processor or higher,6 Core,3.0 GHz (Base frequency) or higher
2	<b>Chipset</b>	Intel Q370 Chipset or higher
3	<b>Motherboard</b>	OEM Motherboard with all necessary component
4	<b>Memory</b>	4GB DDR4 2666 MHz SDRAM or higher
5	<b>Memory Expandable</b>	32 GB,at least 4 DIMM slots of which 2 slots should be free
6	<b>Hard Disk</b>	1TB SATA, 7200 RPM or higher
7	<b>Monitor</b>	19" or higher Wide Screen LED Monitor (Same OEM Make)
8	<b>Ethernet Network Interface</b>	Integrated Gigabit Ethernet (10/100/1000) with PXE and Boot ROM
9	<b>Wi-Fi Card</b>	802.11a/b/g/n/ac Wi-Fi (Antenna should connect to the Wi-Fi card without any extension wire)
10	<b>Mouse</b>	2 Button USB Optical Scroll Mouse (Same OEM make)
11	<b>Keyboard</b>	104 Keys USB keyboard (Same OEM make)
12	<b>Optical Drive</b>	Internal SATA 8 X Max DVD +/- R/W Drive
13	<b>Graphics</b>	Intel Integrated HD Graphics
14	<b>Audio</b>	Internal audio Speaker
15	<b>I/O Ports</b>	At least 6 USB port of which at least two USB 3.0 and two USB 2.0 ports should be in the front 1 Serial (9 PIN) 1 (RJ45) Gigabit1 Ethernet10/100/1000, 1 VGA out , 1 HDMI 1 Stereo line in/out, 1 Microphone Line in , 1 Headphone (front)
16	<b>Expansion Slots</b>	At least 1 or more PCIe x16 Slot At least 2 or more PCI/PCIe Slot
17	<b>Power Supply</b>	Input voltage 100-250 VAC, 50 Hz, 240 watt or higher, 90% or higher efficient power supply with Energy Star 5.0 compliant, Active PFC
18	<b>Bays</b>	Internal: 2.5 inch or 3.5 inch drive bays, total at least 2 nos. External: One Optical Slim Drive Bay
19	<b>Operating System &amp; Media</b>	Genuine Windows 10 Pro 64 Bit with latest Service Packs Preloaded, Original OEM Media in form of DVD/CD containing OS and drivers
20	<b>OS Certifications</b>	The hardware must be fully compatible with latest versions of Linux and Windows 10Professional (certification to be included)
21	<b>Certification</b>	<b>For OEM:</b> ISO 9001and 14001. <b>For Quoted Model:</b> UL/FCC/ERTL (STQC) for safety, EPEAT GOLD, RoHS.
22	<b>Warranty</b>	5 years On-site Comprehensive OEM Warranty

#### Optional items:

1. 21" LED Monitor in lieu of 19" LED Monitor
2. 8 GB RAM in lieu of 4 GB RAM

**MINIMUM QUALIFICATION REQUIRED FOR BIDDING**

1. Original Equipment Manufacturers (OEM) or their authorized certificate holders shall have a minimum 5 (five) years of experience in supplying quality PC Desktops in an organization of repute (at state or national level) as on tender submission deadline. Name, address/ contact details of the present and past **satisfactory clients** to be provided.
2. Experience of having successfully supply of 200 PCs in a single organization in any Government/Autonomous Bodies/Public Sector Undertakings during the last 02 (two) years **OR** Experience of having successful supply of 200 PCs in more than one organization in any Government/Autonomous Bodies/Public Sector Undertakings out of which each PO should be for 100 PCs or more during last 02 (two) years as on the tender submission deadline. Signed Purchase Order copy from the clients to whom such supplies have been made must be enclosed.
3. The bidder must have a minimum annual average turnover of Rs. 100 Lakh during the last three financial years. All bidders shall submit copies of audited Statement of Accounts /CA Certificate for last three years.
4. Solvency certificate minimum of Rs. 50 Lakh in a prescribe format (Enclosed herewith the format at par with ANNEXURE – V) is required from any scheduled/nationalized banks.
5. Proof of Registration of the bidder under relevant law, such as Companies Act, and / or Shops & Establishment Act etc. For partnership firms, full name and address of each partner along with certified copy of registered partnership deed, copy of trade license. For proprietorship firms, full name and address of proprietor along with certified copy of trade license must be submitted.
6. All bidders should submit along with their tender, copies of PAN Card and GST registration no.
7. A certificate (Affidavit) to be signed by MD / CEO of the company that they haven't been debarred or blacklisted for any services, supplies or products dealing in, by any organizations or educational institute/ university or state/ central government departments.
8. The bidder must submit copy of acknowledgement of Income Tax return for last three financial years.
9. Warranty/Guarantee & On-site skill support: 5 years onsite comprehensive OEM warranty

**NOTE** : Bidders must submit the documentary proof in support of meeting the minimum qualification criteria. Simply an undertaking by the bidder for any item of the criteria **shall not suffice** the purpose. All documentary proof must be listed on the letterhead of the company.

**TECHNICAL BID DOCUMENT**

**FORMAT TO BE FILLED BY THE OEM OR AUTHORIZED VENDORS FOR SUBMITTING TENDER FOR PROCUREMENT OF DESKTOP PC ON RATE CONTRACT**

1. Name of the Tenderer :
2. Status of the Tenderer :  
( attach documents, if registered company/partnership/propriety ship)
3. Whether OEM/ Authorized certificate holder :  
(attach copy in case of authorized certificate holder)
4. Details of Address of the Vendors :  
(Attach details)
5. Details of tie-ups for supply/services, if any :  
(Attach details)
6. Minimum 5 (five) years of experience in supply of Desktop PC. ( Attach documents to support as per annexure II A clause 1) :
7. Experience of having supply of 200 pcs in last two years :  
(Attach PO copies as per Annexure – II A clause 2)
8. Annual average turnover of Rs. 100 Lakh during the last three years (Attach audited statement of accounts) :
9. Solvency certificate minimum of Rs.50 Lakh (attach copy as per the format provided at Annexure – V) :
10. Proof of Registration or trade license (attach copies as per Annexure- II A clause 5 ) :
11. PAN and GST registration no ( attach copies ) :

12. A certificate (Affidavit) of not debarred / blacklisted :  
(Attach as per Annexure – II A clause 7)
13. Income Tax returns for last three financial years :  
(Attach as per Annexure – II A clause 8)
14. Warranty / Guarantee & on – site skill support : 5 years :  
Comprehensive OEM Warranty
15. Details of Tender Fee :
16. Details of EMD :
17. Make & Model of the quoted PC for Rate contract :
18. Point wise Technical Compliance Statement :  
(Attach a separate detailed sheet as per Annexure I)

Certified that all above information are correct to the best of my/our information, knowledge and belief.

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Dated signature & seal of the OEM/Vendor

**NOTE: 1. This is to be submitted in a separate sealed envelope** super scribing “TECHNICAL BID”, Notice inviting Tender No. **IIT/SP/ PC/RC/2018**, Date: 25.09.2018, and name of the bidder. All technical documents like literature, catalogues etc., are to be put in the same envelope. Price bid of that company/firm only will be opened which do **technically qualify based on Minimum Qualification Required for bidding as per Annexure II(A) including the technical evaluation of the specifications of the PC,** for further consideration. **Attach all relevant documents duly signed and sealed.**

2. Bidder should submit the tender document, duly signed and stamped on every page in token of accepted all the terms and conditions of this tender.

**DECLARATION**

1. I, ----- Son /Daughter of Shri -----  
----- Proprietor/Partner/CEO/MD/Director/  
Authorized Signatory of M/s. ----- am competent  
to sign this declaration and execute this tender document.
  
2. I have carefully read and understood all the terms and conditions of the tender and  
hereby convey my acceptance of the same.
  
3. The information/ documents furnished along with the above application are true and  
authentic to the best of my knowledge and belief.
  
4. I/ we/ am are well aware of the fact that furnishing of any false information/  
fabricated document would lead to rejection of my tender at any stage besides liabilities  
towards prosecution under appropriate law.
  
5. Each page of the tender document and papers submitted by my Company is  
authenticated, sealed and signed, and I take full responsibility for the entire  
documents submitted.

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Signature of the Authorized Person

Date : -----

Full Name : ----- Place :

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Company Seal : -----

**GENERAL TERMS AND CONDITIONS**

1. Important Dates
  - a. **Pre-bid meeting on 09.10.2018, 3.30 PM at Conference Room, CIC, Ramanujam Academic Complex, IIT Kharagpur**
  - b. **Last Date of Submission of Sealed Bids: 31.10.2018, 2:00 PM** at Joint Registrar (S & P), IIT Kharagpur
  - c. **Date of opening of the Technical Bids: 31.10.2018, 4:00 PM**  
**(In the Conference Room, CIC, Indian Institute of Technology Kharagpur)**
  
2. **Submission of Bids :** Vendors are required to submit two sealed envelopes containing Technical Bid (Envelope – I) and Commercial Bid (Envelope – II) placed in a larger sealed envelope super-scribing with reference number **(Tender No. IIT/SP/ PC/RC/2018, Dated: 25.09.2018)** by speed post or drop in a sealed box at the Office of the Joint Registrar, Stores & Purchase Section, Indian Institute of Technology, Kharagpur, P.O. Kharagpur Technology, PIN : 721 302 ***on or before the tender submission deadline.***
  
3. **Payment Terms:** 90% Payment shall be made after successful installation and commissioning duly certified by the concerned Head of the Department. Balance 10% may be released against submission of Performance Bank Guarantee to the tune of 10% of the total purchase order value. The Performance Bank Guarantee shall be issued from any Nationalized Bank / commercial bank, validity of which shall be five years plus 60 days drawn on any Nationalized Bank / commercial bank.

No advance/mobilization support, is payable against supply of stores.

In the event of failure to deliver the stores beyond the specified date, liquidated damages @ 1% per month or part thereof in respect of the value of stores will be deducted, subject to a maximum of 5%; alternately the order will be cancelled and the undelivered stores purchased from elsewhere at the risk and expense of the vendor.
  
4. **Warranty/Guarantee & On-site skill support:** 5 years onsite comprehensive OEM Warranty. Any PC Desktop shall be attended and repaired within 24 hours from the date and time of complaint received from the user. In the event, any PC Desktop is found defective or non-operative, in terms of its components and features, then the machines should be replaced (with same technical specifications or higher) within 72 hours from the date and time of initial complaint from the user. This is applicable from the date of installation to the tenure of the warranty/guarantee period. The OEMs/Authorized Certificate Holder must attach certificate about their after sales and service facilities, escalation support for on-call service or station engineer etc.

5. **Delivery of Stores:** The stores to be supplied within 45 days from the date of issue of the Purchase Order.
6. **Tender Fee:** An amount of Rs.2,000.00 (Rupees Two thousand only) as tender fee (non refundable) is to be paid. The payment shall be made by Demand Draft from any Nationalized Bank/ Commercial Bank and paid in favour of “Indian Institute of Technology Kharagpur”, payable at Kharagpur. **Bids without Tender will not be accepted. This should be enclosed separately in an envelope and stapled with the Technical Bid document.**
7. **Earnest Money Deposit (EMD):** An amount of Rs. 3,00,000.00 (Rupees Three Lakh only) in the form of **Demand Draft/ Bank Guarantee (As per Annexure VII)** be enclosed along with the bid. The E.M.D. shall be from any Nationalized Bank / Commercial Bank and to be drawn in favour of “Indian Institute of Technology Kharagpur”, payable at Kharagpur. The validity of the EMD should be 3 (three) months from the date of issue. **Any bid without EMD will not be considered.** This will be refunded to the unsuccessful vendors once the process of technical and price bid opening is complete. The EMD of vendor getting the purchase order will be retained and returned six months after successful completion of the work, to be treated as security deposit. No interest is payable on refunds. EMD shall be forfeited if the selected vendor accepts the supply order, but is unable to execute the same. **E.M.D. should be enclosed separately in an envelope and stapled with the Technical Bid document.**

**Note: IIT Kharagpur will give exemption for submission of Tender fee and EMD who are registered with MSME or Central Purchase Organization or startups as recognized by DIPP as per revised rule 170 of GFR – 2017 only. However proper and valid document in this regard must be submitted by the bidders in support of their claim.**

8. **Price:** The price shall be **quoted in Indian Rupees only**, on free delivery, installation and commissioning at IIT Kharagpur as per the price bid format only (Annexure – VI). L1 bidder will be decided based on the all inclusive total price of the Desktop PC as per table A without any consideration of the optional items. IIT Kharagpur reserve right to decide whether to include the additional items in the rate contract or not.
  - ✓ ***IIT Kharagpur may provide Customs Duty exemption certificate (in terms of Notification No. 51/96 – Customs dt: 23.07.1996).***
  - ✓ ***IIT Kharagpur may provide Concessional GST Certificate i.e GST 5% ( in terms of Notification no. 47/2017 – Integrated Tax (Rate) dt. 14.11.2017 and Notification No. 45/2017 – Central Tax (Rate) dt: 14.11.2017).***
9. **Bid:** Technical Bid and Price Bid should be submitted in two separate sealed envelopes quoting reference number on the top of the envelope. Tender Fee and EMD should be enclosed with the Technical Bid documents, in separate sealed envelopes, stapled with the



packet containing Technical Bid documents. **The OEMs may bid directly, for other vendors on behalf of OEM, original authorization certificate from OEM is required to be enclosed.**

10. **Acceptance of Tender:** The Authority of IIT Kharagpur reserves the right to reject any or the entire tender bids received without assigning any reason thereof.
11. **Extra Features:** If the bidder provides any other extra features on the Hardware or Software which are not mentioned in the product specifications, then that shall be highlighted in clear terms, with documentary evidence/literature.
12. **Compliance List:** The proposal be properly indexed and a compliance list against the technical specifications should be provided.
13. **Service:** Response time should be less than 3 (three) hours on the same business day. Minimum 95% annualized uptime is to be maintained throughout the warranty period. For every 300 PCs there must be at least one resident engineer to be posted 24 x 7 at IIT Kharagpur. To ensure quality of services, the deputed Engineer from the OEM/Vendor shall have a minimum of 3 years of experience in the relevant field and must be in the payroll of the OEM/Vendor.
14. **Installation and Commissioning:** Free of cost at IIT Kharagpur. The OEM must ensure timely installation of the PC Desktops with necessary support to the indenters, as per details and lists to be made available by the Stores & Purchase Section or the indenting Departments/Centers/Schools **within Seven (07) days from the date of supply** of the PC Desktop or request from the concerned indenting departments.
15. **Validity of licenses:** Software like OS, compilers and other software's licensing policy (if any) shall be clearly mentioned.
  - (a) All licenses should be perpetual.
  - (b) All the accessories like Keyboard, Mouse, Monitor etc., shall be from the same OEM.
16. The OEM should be an ISO-9000 and ISO-14001 certified company with due credits to energy conservation and green earth compliance.
17. **Relevant documents in connection with FCC or equivalent certificate of the OEM shall be enclosed, along with the Technical Bid. Any explanation on this account shall be supported with documentary evidence from the principals.**
18. **Conditional Offer** will not be accepted.
19. **Period of Validity:** Bids shall remain valid for acceptance for a period of 90 days from the date of opening of the price bid.

20. The benefit of downward prices (revision on account of budget/financial policy, tax revision, EPZ etc.) should be given to IIT Kharagpur by the selected OEM/vendor.
21. **Past Performance of the Vendors will be judged at the time of Technical Evaluation.**
22. **The Institute does not bind** itself to offer any explanation to those bidders whose technical bids have not been found acceptable by the Technical Evaluation Committee of the Institute.
23. **All tenders are to** be submitted or handed over to the office of the Joint Registrar (Stores & Purchase), IIT Kharagpur. The bids (technical and price bids) once submitted shall be the property of the Institute and shall not be returned to the vendor in future. Signed copy of the tender document, with company seal, agreeing to the terms & conditions and declaration must be submitted.
24. **The person/officer signing** the tender/bid documents should be delegated with an appropriate Power of Attorney by the Chief Executive Office/Managing Director of the Company to sign such documents.
25. **Opening of Price Bids :** The Price Bid(s) of only those vendor(s) who are found technically qualified will be opened and the same will be opened before the technically qualified vendor(s). **The date for opening of price bids will be intimated separately only to the technically qualified bidders.**
26. Tenderer or his/her authorized representative (with proper authorization letter for opening of technical bids and also for opening of price bids) may choose to be present at the time of opening of Technical Bids/Price Bids.
27. The technical proposals submitted by the OEM/Vendors will be evaluated first by a technical committee and the price bids submitted by only the technically qualified OEMs/vendors will be opened for price comparison.

(27) **IMPORTANT**

1. A bid submitted with false information will not only be rejected but also the OEM/vendor will be debarred from participation in future tendering process.
2. The OEMs/Vendors need to submit a certificate that they are not currently debarred or blacklisted in IIT Kharagpur for any supplies, products or services, or at present in any national organization or educational institute/university.
3. In case of any dispute, the decision of the Director of this Institute shall be final and binding on the bidders.
4. For any query pertaining to this bid document, correspondence be addressed to :
  - (a) The Head, Computer & Informatics Centre  
Indian Institute of Technology Kharagpur, Kharagpur-721 302  
[Ph.: 03222-282361, 283506, 282362; Fax : 282361, 255303]

(b) Joint Registrar (S&P)  
Indian Institute of Technology Kharagpur, Kharagpur-721 302 [Ph: 03222-282210, 282216, Fax : 282218, 255303]

5. In case the due date for submission of the tender happens to be a holiday, the same will be accepted on the next working day. The timings will however remain unchanged. Please Note that the Institute remains closed during Saturdays & Sundays.
6. The Authority of IIT, Kharagpur reserves the right to reject any or the entire tender bids received without assigning any reason thereof.
7. If there is any corrigendum/addendum, it shall only be published on Institute's Website and Central Public Procurement Portal.
8. The Bidders are requested to submit the bids after issue of corrigendum / addendum only considering the changes made if any. Bidders are totally responsible for incorporating/complying the changes/amendments issued if any, in their bid.
9. The technical bid will be evaluated first and price bids will be opened in respect of those OEMs/Vendors, who are found technically qualified after evaluation of Technical bids. Date for opening price bids will be intimated later.
10. Bidder should submit the tender document, duly signed and stamped on every page in token of accepted all the terms and conditions of the tender.

**Solvency Certificate**  
**[Format for Solvency Certificate]**

To  
The Registrar  
Indian Institute of Technology Kharagpur  
Kharagpur 721302  
West Bengal

**Solvency Certificate**

This is to certify that to the best of our knowledge and information, M/s.....  
(Address) ..... a customer of our bank is respectable and be treated as good for an  
engagement up to a sum of Rs..... (Solvency amount) ..... only as on.....  
(Date of Certificate).

This Certificate has been issued without any risk and responsibility on the part of the Bank or  
any of its officers. This certificate is issued at the specific request of the customer.

Yours faithfully,

For..... Bank  
Bank Officer with designation

Dated: \_\_\_\_\_

**FORMAT FOR PRICE BID**

Format to be filled up by the Agency in the letter head

Tender No **IIT/SP/ PC/RC/2018** date: 25.09.20181. Name of Tender: **Procurement of Desktop PC on Rate Contract**

A)

SL. NO	Description	Unit Basic Price (in Rs.)	GST	Total (All Inclusive) (in Rs.)
(a)	(b)	(c)	(d)	(e = c+d)
1.	<b>Desktop PC</b> (Specifications as per Annexure – I)  Make : _____  Model : _____			

**Optional items :**

B)

Sl NO	Description	Unit Basic Price (in Rs.)	GST	Total (All Inclusive) (in Rs.)
(a)	(b)	(c)	(d)	(e = c+d)
1	Additional cost for 21" LED Monitor in lieu of 19" LED Monitor			
2	Additional cost for 8 GB RAM in lieu of 4 GB RAM			

**Note :**

1. L1 bidder will be decided based on the all inclusive total price of the Desktop PC as per table A without any consideration of the optional items.
2. IIT Kharagpur reserve right to decide whether to include the additional items in the rate contract or not.
3. The in lieu of price will be added to the Desktop PC price accordingly, If the additional items are included in the rate contract. The vendor will be responsible to supply the same accordingly.
4. IIT Kharagpur may provide Customs Duty exemption certificate (in terms of Notification No. 51/96 – Customs dt: 23.07.1996).
5. IIT Kharagpur may provide Concessional GST Certificate i.e GST 5% ( in terms of Notification no. 47/2017 – Integrated Tax (Rate) dt. 14.11.2017 and Notification No. 45/2017 – Central Tax (Rate) dt: 14.11.2017) .

**Signature of the bidder with seal**

**MODEL BANK GUARANTEE FORMAT FOR FURNISHING EMD**

Whereas .....(hereinafter called the “tenderer”) has submitted their offer dated ..... for the supply of ..... (hereinafter called the “tender”) against the purchaser’s tender Notice No. ....

KNOW ALL MEN by these presents that WE ..... of ..... having our registered office at ..... are bound unto .....(hereinafter called the “Purchaser”) in the sum of ..... for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this .....Day of ..... 20 .....

**THE CONDITIONS OF THIS OBLIGATION ARE**

- (1) If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- (2) If the tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity:
  - (a) If the tenderer fails to furnish the Performance Security for the due performance of the contract.
  - (b) Fails or refuses to accept/execute the contract.

WE undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including 45 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

(Signature of the authorized officer of the Bank)

Name and designation of the officer

Seal, name & address of the Bank and address of the Branch