



இந்திய தர நிர்ணய அமைவனம்
(தென் மண்டல அலுவலக ஆய்வகம்)
भारतीय मानक ब्यूरो
(दक्षिणी क्षेत्रीय कार्यालय प्रयोगशाला)
BUREAU OF INDIAN STANDARDS
(SOUTHERN REGIONAL OFFICE LABORATORY)



NABL ACCREDITED

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Our Ref : SROL/3:4:1

21.5.2013

Subject : Tender for Supply and Installation of Ten KVA ON-LINE UPS with battery bank.

Dear Sirs,

Commercial Bids are invited from manufacturers / authorized dealers for the supply of Ten KVA ON-LINE UPS with battery bank in sealed cover which should reach the undersigned by 1500h on 10.6.2013 at the following address.

BUREAU OF INDIAN STANDARDS
SOUTHERN REGIONAL OFFICE LABORATORY
CIT CAMPUS, 4th CROSS ROAD, THARAMANI,
CHENNAI - 600113.

2. The detailed terms and conditions of supply are given in Annex-A.
3. The bids shall be opened in the office of the Scientist F and Head, Bureau of Indian Standards, Southern Regional Office Laboratory at the address mentioned above at 1530 h on 10.6.2013 and in the presence of such tenderers or their duly authorized representatives who may like to attend.
4. Please note the envelope containing Commercial Bids are sealed properly i.e either with wax sealed or with adhesive cellotape on both ends. Unsealed and stapled envelope shall not be accepted.
5. The terms and conditions can also be downloaded from our BIS website (www.bis.org.in)

Thanking you,

Yours faithfully,

(R. DHINAKARAN)
SCIENTIST F & HEAD

BUREAU OF INDIAN STANDARDS
SOUTHERN REGIONAL LABORATORY

Annexure-A

TERMS & CONDITIONS

230 VOLTS, A.C, 50 HZ, SINGLE PHASE INPUT / SINGLE PHASE
OUTPUT 10 KVA ON-LINE ON-LINE UPS WITH BATTERY BANK
SUITABLE FOR ONE HOUR BACK UP TIME.

A) TABLE -1

MINIMUM QUALIFICATION FOR BIDDER :

1. The Company shall be manufacturer or authorized dealer only.
2. Shall have supplied ten KVA On-Line UPS or higher capacity with suitable battery bank to minimum five large establishments, hospitals or scientific Government Departments with laboratory / industrial applications.
3. They shall have service centre in Chennai.
4. **Documentary proof for the above to be enclosed with the bid.**

B) TENDER DOCUMENT:

1. The Tenderers are requested to give detailed tender in their own forms in single bid system. Ie., **Financial Bid only.**
2. The specification of the equipment, has been specified as 230 V, 50 HZ., 10 KVA three phase input and single phase output, with battery bank suitable for one hour back up time. The batteries shall be preferably of leading manufacturers such as EXIDE, AMARON, ROCKETT, AMCOYUASA, PRESTOLITE, TATAGREEN, SF SONIC and shall be sealed maintenance free. (SMF_VRLA)
3. Bidder(s), if necessary, may be advised to arrange practical demonstration of equipment/model(s) quoted by them before finalization of order.
4. No tender documents will be issued by BIS, SOUTHERN REGIONAL OFFICE LABORATORY. Bidders are requested to download the Tender Documents and enclose a **NON-REFUNDABLE BID FEE OF RS.500/-**(Rupees Five Hundred only), in the form of Demand Draft drawn in favour of BUREAU OF INDIAN STANDARDS payable at Chennai. **The Bid fee in the form of DD should be enclosed with the bid.**
5. Tenders complete in all respects for this item should be submitted as follows:

One sealed envelope superscribed "Financial Bid " will contain the (part-1) Qualification of Bidder for the indented equipment as per details in

Table-1 under Annexure-A of this tender along with documentary evidence. The **Financial Bid** will also contain separately (**part-2**) the financial bid in which price, maintenance, Taxes/Duty/Levies, Installation Charges, Annual Maintenance Contract Charges [AMC] etc. and any other information, which has financial implications, will only be given. The Demand Draft of the EMD (Rs. 20,000) (see Para 34) be placed inside a separate sealed envelope clearly marked 'EMD' on the right hand side corner of the envelope and be stapled along with this sealed envelope containing the Financial Bid.

The above sealed envelopes are to be kept in a main envelope, superscribed as Tender No **SROL 3:4:1** for the supply of 230 v, 50 HZ, A.C, 10 **KVA ON-LINE UPS with battery bank** due on **10 June 2013** and duly sealed.

6. The **Financial Bid [Part-3]** shall accompany complete specification, Manufacturer's name, address and following details :
 1. Expected life span of equipment and accessories.
 2. List of infrastructural facilities and consumables and installation details to be arranged by the Bureau for commissioning of equipment,
 3. List of five main Users in Chennai with complete postal address to whom the similar equipment has been supplied,
 4. Optional and any other essential items/accessories required for the maintenance of the equipment for the next three years.
 5. Technical Literature of the equipment along with necessary photograph/drawings, if any
 6. Deviation Statement Form (See Annexure 1)

7. Cost of the items should be mentioned clearly in the **Financial Bid [Part-A]** only. The following details need to be included :
 1. Price break-up of main equipment and accessories and consumables to be supplied by the party. The rates quoted should separately indicate Basic Cost, Excise Duty, Sales Tax, P&F charges, Freight, Insurance, VAT etc. Rates quoted should specifically state Sales Tax, Excise Duty or any other taxes/charges. In absence of any such stipulation, it will be presumed that the prices include all such charges and no claim for the same shall be entertained. The Bureau pays full CST and neither Form C nor Form D is provided.
 2. Rebate on the quoted price, if additional equipment is procured for any other BIS Lab,
 3. The " **on site comprehensive Annual Maintenance Contract charges**" for two years following the expiry of warranty period
 4. The rates quoted shall be valid for a period of 120 days from the date of opening of the tender. However, the current value of the foreign currency would be applicable at the time of placing the order.
 - e. Packing, Forwarding, Freight & Insurance and Commissioning Charges, if any extra may be quoted separately in Financial Bid.
 - f. In case your quote is F.O.R./F.O.B. basis, estimated insurance coverage charges may be indicated.
 - g. Value of CIF(Carriage Inward & Freight) Chennai, both by Airfreight and Ocean freight, where applicable may also be indicated.

- h. If there are any extra charges for installation, commissioning and training, the same may also be indicated in the financial bid.
8. Indicate the names and addresses of reputed Indian Organizations where you have supplied similar equipment and attach report of satisfactory performance of the equipment from user Organizations.
9. (A) If you have supplied identical or similar equipment to Govt. Labs/ Institutes, the details of such supplies for the preceding three years should be given together with the prices eventually or finally paid.
(B) Fax / E-mail / Telegraphic / Telex tenders shall not be considered.
10. Quotations/Bids, qualified by indefinite expressions as "Subject to immediate acceptance, Subject to prior sale" etc. and incomplete quotations are liable to be summarily rejected.
11. All Bank Charges inside and outside India, including opening of LC, communication, confirmation, amendments etc., will have to be borne by the supplier.
12. Details of after-sales services offered by you are to be made clear in the tender, along with the list of locations from where after sales services shall be provided, as also names of servicing agents.
13. **Delivery Period:** As time is the essence of the contract, Delivery period mentioned in the Purchase Order should be strictly adhered to. Otherwise the **tenderer will forfeit EMD, after maximum 10 days of the last date of delivery.**
14. The supplier will have to give along with the equipment complete drawings, circuit diagrams, service/maintenance manual & operating manual of the equipment. If the manuals are on chargeable basis, the same should be specified in the offer.
15. All goods shall be inspected by BIS preferably in the presence of supplier or his authorized representative, when the packages are opened in Labs on delivery and prior to installation. The decision of BIS shall be binding. Rejected items/goods/stores shall be removed by the supplier at his own cost and risk, within 30 days of receipt of notice for the removal of such goods, and no liability, whatsoever, on the Bureau shall be attached for the rejected/disapproved goods/items/stores
16. The Tenderer is required to furnish the Permanent Account Number (PAN) Allotted by the Income Tax Department.
17. In case of foreign quote, the address of Principal's / Manufacturer's and their Banker's details should be furnished.
18. The supplier is required to ensure having an import license for the equipment quoted where applicable as per GOI guidelines. Custom duty as applicable shall be payable by BIS.

19. (A) The successful bidder shall furnish with in 15 days of placement of the order an unconditional Performance Bank Guarantee valid till 60 days after the warranty period from a Nationalized Bank for 10% of the order value. On acceptance of this condition and submission of Bank Guarantee, the Letter of Credit will be opened for 100% order value. If the firm fails to submit the same, the Contract shall be deemed as terminated and the firm will forfeit the EMD. The performance Bank Guarantee is to be given in the format enclosed at **Annexure 2** of this document.
- (B) **Payment to foreign suppliers :** 90% payment shall be made by Sight Draft / an Irrevocable Letter of Credit established in favour of the supplier through Central Bank of India , Adyar, Chennai, for the order value, excluding the Agency Commission due to the Indian Agents, against the presentation of original Shipping documents. Balance 10% will be released after completion of satisfactory installation, commissioning and demonstration of the whole system and on completion of training. However Letter of Credit/Sight Draft arrangement will be made for 100% order value. The Agency Commission to the Indian Agent, if any and payable by BIS will be paid only after successful installation, commissioning and satisfactory demonstration and acceptance of the items ordered for.
- (C) **Payment for Indigenous items:** 90% payment shall be made against delivery, installation, Commissioning, training at site and on acceptance as per Purchase Order and balance 10% payment shall be made after the receipt of Performance Bank Guarantee from a Nationalised Bank, for 10% of the total order value, to be valid till 60 days after the warranty period.
20. The Bidder has to state in detail the Electrical Power requirements, floor space, head room, foundation needed and also to state whether Air-conditioned environment is needed to house the system and to run the tests. i.e. pre-installation facilities required for installation may please be intimated in the technical bid.
21. **INSTALLATION:** Bidder shall be responsible for installation / demonstration wherever applicable and for after sales service during the warranty and thereafter.
22. In case of Foreign Quote, the mode of dispatch should be by Air Post Parcel/Ocean Freight/Air Freight (By Air India Freight) and on Freight to-pay basis only. The approximate dimensions of the packages and weight of consignment are to be indicated.
23. The makes / brand and name and address of the manufacturer, Country of Origin, Country of Shipment and currency in which rates are quoted are to be mentioned.
24. The local currency portion of the invoice shall be payable in equivalent Indian Rupees, within 30 days after the receipt of the equipment in good condition and after satisfactory installation and commissioning and demonstration.

25. The tender / quotation / offer submitted by you should be valid for a minimum period of one hundred and twenty (120) days from the date of opening the tender.
26. The quotation should be only in Indian Rupees for indigenous items. In case of foreign quote, the vendors may quote their rates in Indian Rupees as well as in Foreign Currency.
27. The Bidder who submits the tender on behalf of their principals should produce documentary evidence in support of their authority to quote or submit proforma invoice of their principals.
28. BIS will not provide any accommodation/transportation for the Engineers/ Representatives for attending Installation, Commissioning and Demonstration Work. It is the absolute responsibility of the Principal Supplier/Indian Agent to make their own arrangements.
29. **WARRANTY :** The complete equipment including all accessories and battery banks is to be guaranteed for trouble free performance for a minimum period of two years after installation. The defects, if any, during the warranty period are to be rectified at site only, free of charge by arranging free replacement wherever necessary. The last six months of the warranty period shall be free of complaints, failing which the warranty period will get extended by another six months, which again shall be trouble free.
30. Details such as contact person, name, address, Fax and phone numbers of the agency responsible for on site warranty as well as the agency undertaking Annual Maintenance Contract/Comprehensive Service Maintenance Contract beyond warranty shall be provided in the BID.
31. The supply of spare parts is to be guaranteed at least for a period of 5 years after the supply of the equipment.
32. No sub-contracting will be allowed for installation or maintaining system/equipment / instrument during or after warranty period.
33. Discount offered should be clearly mentioned in the financial bid.
34. Earnest Money Deposit (EMD) of Rs. 20,000/- (RUPEES TWENTY THOUSAND ONLY) must be sent in a separate envelope along with your financial bid in the form of a Demand Draft, Banker cheque or Bank Guarantee(valid for atleast 120 days) from a Nationalized Bank, drawn in favour of BUREAU OF INDIAN STANDARDS payable at Chennai 600 113. The EMD of the successful bidder will be returned only after installation, commissioning, satisfactory demonstration and acceptance of the equipment by the user Scientist/HOD as per the terms of our purchase order. The EMD of the successful bidder may also be adjusted, if so desired by the bidder, against a part of performance security, provided it is valid till 60 days after the warranty period. The EMD of the unsuccessful bidders whose technical bid has not been found suitable will be returned within one month from the date of opening of the tender.
35. (A) Tenders not accompanied by Demand Draft/Bank Guarantee towards "Earnest Money Deposit" will be summarily rejected.

- (B) Tenders, which are submitted without following the above terms and conditions will be summarily rejected.
- (C) Unsigned Tenders will also be rejected.
36. Conditional Offers will not be considered.
37. If the supplier fails to Install and Commission the system as per specifications mentioned in the order within the due date, the Supplier is liable to pay liquidated damages of one percent value of the Purchase Order awarded, per every week delay subject to a maximum of 10% of the total value of the order and such money will be deducted from any money due or which may become due to the supplier.
38. Goods should not be dispatched until the Vendor receives a firm order.
39. Offers of firms which have already supplied similar equipment to BIS and have not completed required installation/ commissioning/ after sales service/warranty replacements etc. will not be considered for further evaluation and no enquiries thereafter will be entertained.
40. Tenders addressed to the Director, Bureau of Indian Standards, Southern Regional Office Laboratory, Chennai-113 are to be submitted for each item separately as detailed in Clause 5 of this tender terms and conditions
41. The tenders must be clearly written or typed without any cancellations / corrections or overwriting.
42. Please indicate page nos. on your quotation. E.g. If the quotation is containing 25 Pages, please indicate as 1/25, 2/25, 3/25 -----25/25.
43. **Last Date and Time for receipt of Tenders :** The tenders will be received in the Southern Regional Office Laboratory, Bureau of Indian Standards, Chennai 113 up to **1500 h on 10 June 2013.**
44. BIS will not be responsible:
- a. For delayed / late quotations submitted / sent by Post / Courier etc.
 - b. For submission / delivery of quotations at wrong places other than the Office of Director & Head, Southern Regional Office Laboratory, Bureau of Indian Standards, Chennai 600 113
45. **Date and Time of opening of Tenders:** The Tenders (financial bids only) will be opened at **1530 h on 10 June 2013** in the presence of tenderers who wish to be present, who must carry a letter of authorization from the top management of the tendering firm.

ANNEXURE-1

DEVIATION STATEMENT FORM

- 1) The following are the particulars of deviations from the requirements of the tender document and specifications:

TENDER CLAUSE	DEVIATION	REMARKS INCLUDING JUSTIFICATION

PLACE:

DATE:

**SIGNATURE & SEAL OF THE
MANUFACTURER/BIDDER**

NOTE:

1. Where there is no deviation, the statement should be returned duly signed an endorsement indicating "No Deviations".