



UNITED INDIA INSURANCE COMPANY LIMITED
Information Technology Department
Regional office,30-15-153, Pavan Enclave, Dabagardens,Visakhapatnam-530020

Ref No: UIIC/Vizag/UPS-Bat/2019/Mar/01

DATE: 20.03.2019

RATE CONTRACT FOR UPS BATTERIES

TENDER NOTICE

United India Insurance Co. Ltd, Regional Office Visakhapatnam invites sealed quotations regarding Rate Contract for Supply, installation and maintenance of SMF and Tubular UPS Batteries. Please refer the tender document for the guidelines, terms and conditions.

Last Date of Submission : 12/04/2019 (2 PM)



Rate Contract for Supply, installation and maintenance of SMF and Tubular UPS Batteries

SECTION I

1.0 INSTRUCTIONS / GUIDELINES:

The Tender offer should be submitted in one sealed envelope mentioning “**Quotation for Rate Contract of UPS Batteries**” which should in turn contain the Technical Bid and Commercial Bid in separate sealed envelopes within the main envelope. As a proof of acceptance of our tender terms and conditions, a copy of this tender document duly signed by your authorized signatory should also be submitted within the envelope.

1.1 The tender offer as indicated above addressed to “**Chief Regional Manager, United India Insurance Co. Ltd., Regional Office, 30-15-153, Pavan Enclave, Dabagardens, Visakhapatnam-530020**” to be submitted on or before “12/04/2019 (2:00 PM)”. If the last date of submission happens to be a holiday due to some unforeseen circumstances, then the tender shall be submitted on the next working day before 12 Noon.

1.2 The Tenders would be opened on 12.04.2019 (02.30 P.M.) by the Regional Hardware Purchase Committee constituted by the Company. In case, the date happens to be a holiday, then the tenders would be opened on the next working day (12:30 PM).

2.0 The company/ purchaser/ UIIC reserves the right to:

- 2.1 Add, Modify, Relax or waive any of the conditions stipulated in the tender specification wherever deemed necessary.
- 2.2 Accept/Reject any of the Tender/s.
- 2.3 Reject any or all the tenders without assigning any reason thereof.
- 2.4 To revise the quantities and delivery schedule if necessary during the pendency of the contract

3.0 Rejection of Tenders

3.1 The tender is liable to be rejected inter alia:

- a) If it is not in conformity with the instructions mentioned herein.
- b) If it is not properly signed by the bidder.
- c) If it is not received in a sealed cover.
- d) If it is received after the expiry of due date and time.
- e) If it is incomplete, including non-furnishing of required documents and/or evasive

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SECTION II

PART A – TECHNICAL BID

1.0 TECHNICAL SPECIFICATION:

- a) The bidders have to submit **technical bid** for UPS Batteries (SMF as well as TUBULAR) as per Annexure-I in a separate sealed envelope within the main envelope.
- b) The bid should be in letter head of the bidder.

2.0 DETAILS OF WORK INVOLVED

- a) Delivery, installation and maintenance of UPS batteries (SMF & Tubular) for minimum 36 months from the date of installation in the offices of UIIC across Visakhapatnam Region (Coastal Andhra). The office details along with no. of batteries required in each location will be mentioned in the purchase order given to successful bidder.
- b) The names of our office location are mentioned in Annexure –III. The orders may be placed for offices at any of these locations, as and when required during contract period.

PART B – COMMERCIAL BID

- a) The bidders have to submit **commercial bid** for UPS Batteries (SMF as well as TUBULAR) as per Annexure-II in a separate sealed envelope within the main envelope.
- b) The bid should be in letter head of the bidder.
- c) The Commercial Bid as per Annexure-II will be opened only if technical specifications as per Annexure-I are complied with.

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PART-C (TENDER TERMS & CONDITIONS)

1.0 ELIGIBILITY CRITERIA

- a) The vendor should be a manufacturer or authorized dealer of the manufacturer companies. In case of authorized dealer, dealership authorization certificate from OEM is to be submitted.
- b) The vendor must have servicing centers across Andhra Pradesh in order to cater to the servicing needs of our offices across Visakhapatnam Region (Coastal Andhra).
- c) The format of technical and commercial bid should strictly be followed as per Annexures. The bids should be in letter head of the tenderer with signature and seal of authorized signatory.

2.0 WARRANTY PERIOD:

- a) The quotation should clearly specify the period of warranty. The minimum required period is **36 months**. The warranty will be applicable from the date of installation and the replacement of defective battery(s) should be done by the supplier during the warranty period.
- b) Maintenance of battery includes refilling of distilled water, cleaning the battery, contact points etc. for 36 months.

3.0 PRICE

Price should include Maintenance charges for battery(s) and all taxes levied until delivery, installation and expiry of warranty period at various operating offices across the Visakhapatnam Region (Coastal Andhra).

- a) No amendments in rates will be accepted from any of the participants, once tender has been opened on due date and finalized.
- b) No request for base price increase shall be entertained during the contract period. However, the tax changes (if any) should be brought to our notice beforehand with necessary proofs. Without Government regulatory changes, tax revision will not be entertained for the whole period of contract.
- c) However, if there is drop in price of any item in the market, the same should be communicated to IT Department, UIIC, RO Visakhapatnam.

4.0 VALIDITY OF THE CONTRACT:

*The price quoted will be valid till **31/03/2020** .*

5.0 NATURE OF WORK ORDER

During contract validity period, the order can be placed on “as and when required” condition, for any number of battery(s), for any of the offices as mentioned in the locations (ANNEXURE – III). We are having following types of UPS in our offices:

Sl. No.	UPS Manufacturer	Year of Manufacture	Type of Battery Used	Capacity of UPS
1	M/s Numeric	2009,2012	12V 65AH SMF and 12V 66AH Tubular	1KVA and 5KVA
2	M/s Switching AVO	2013,2014, 2018-19	12V 65AH SMF and 12V 66AH Tubular	1KVA
3	M/s Techser Power Solutions Ltd.	2016	12V 65AH SMF	1KVA
4	M/s Numax Energy Solutions Pvt. Ltd	2017,2018	12V 65AH SMF	1KVA

The UPS are already installed in our Operating Offices; hence ensure that the batteries to be supplied and installed are fully compatible with above UPS makes. After installation of battery(s) no request or objection will be entertained. The manufacturer or supplier has to ensure fault free working of batteries with these UPS with full load and longer battery backup.

6.0 DELIVERY AND INSTALLATION OF BATTERY(S)

The delivery and installation process should be completed within 15 days from the date of receipt of our purchase order. The installation report should contain installed batteries details along with all other relevant details. Delay in the process will attract a penalty or order is liable to be cancelled.

The manufacturer or supplier will do installation of battery(s) with UPS at respective office with the help of fully trained persons. For any mishap/accident or any careless conduct during replacement of batteries, the manufacturer or supplier will be fully responsible.

7.0 PENALTY:

If the supplier fails to complete the job within the stipulated time for what-so-ever reason, UIIC will be entitled to charge liquidated damage @0.5% of the delivery order per week subject to a maximum of 10% of the accepted delivery order.

8.0 DATE OF MANUFACTURING OF BATTERIES

The battery(s) supplied should be of recent stock and manufacturing date should not be greater than 2-3 months from the date of supply. The date of manufacturing should be explicitly mentioned on the batteries..

9.0 REPLACEMENT OF BATTERIES

In case any of the battery gets faulty within warranty period, the same shall be replaced by the supplier at particular office of UIIC within a week for which no extra amount will be paid to the supplier. The warranty of the replaced battery will extend till 36 months from the date of replacement of the faulty battery.

10 BUY-BACK RATE

The manufacturer or supplier should also specify the rate at which old battery(s) would be taken back. The supplier will collect the exhausted battery(s) of any make and any type (SMF or Tubular) on their cost from the locations. The old battery(s) may be SMF or TUBULAR, which should be taken by successful bidder on buy-back rate.

11. PAYMENT TERMS

- a) 100% on delivery and satisfactory installation at respective offices on production of proof of delivery/installation certificate in originals.
- b) Efforts would be made to effect the payment within two weeks of submission of undisputed invoices, installation reports along with all the required supporting documents in originals.

12. AGREEMENT

The successful bidder will enter into a rate-contract with UIIC, Regional Office, Visakhapatnam as per the terms and conditions laid down in this tender document. The draft agreement will be shared in line of this tender document with the successful bidder. It is the responsibility of the successful bidder to furnish the agreement in Rs.100/- Non-Judicial Stamp Paper. The cost of the stamp paper to be borne by successful bidder itself.

13. TERMINATION OF CONTRACT/CANCELLATION OF ORDER

- a) Without prejudice to any other provision contained within these terms and conditions or of any Agreement UIIC , RO Visakhapatnam may terminate the agreement by 30 days' notice in writing in any of the following events:
- b) The vendor commits a material breach of the Agreement which is incapable of remedy; or
- c) The vendor commits a material breach which is capable of remedy but which the vendor fails to remedy within 30 days of written notice by UIIC, RO Visakhapatnam specifying the event of default and requiring its remedy.
- d) UIIC, RO Visakhapatnam and the vendor may by notice in writing to the other terminate the Agreement if the other shall have a receiver or liquidator appointed, shall pass a resolution for winding up (otherwise than for the purpose of amalgamation or reconstruction), if a court shall make an order to that effect, if the other party shall enter into composition or arrangement with its creditor(s) or shall become insolvent. Such an incident shall be deemed to be material breach incapable of remedy.

14. COMPLIANCE OF TECHNICAL SPECIFICATIONS

If the bidder wishes to depart from the technical specification in any respect, he shall draw the attention to such points of departure explaining fully the reasons thereof and furnish separately. If there are no deviations, then it will be deemed that all technical specifications are accepted in every respect. UIIC, RO Visakhapatnam reserves the right to accept/reject any or all of the deviations shown by the bidder. UIIC, RO Visakhapatnam have the right to relax or alter any of the provisions of the tender document.

15. DISPUTE REDRESSAL

In case of any dispute or differences, only the courts of Visakhapatnam (Andhra Pradesh) shall have jurisdiction in all matters arising out or connected with this tender. Further the agreement is subject to law of India alone.

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DECLARATION

I/We _____ (name of authorized person)

hereby declare that I/We have read all terms and conditions mentioned in the tender document and on behalf of our company _____

_____ (name of the company) I/We agree and abide by the same.

Date:



Late Bids: Any bid received by UIIC, RO Visakhapatnam after the deadline for submission of bid prescribed by us will be rejected and/or returned unopened to the Bidder, if bidder desire so.

For queries and clarifications bidders may contact on below email id and phone nos:

Email : tssvizag@uiic.co.in

Contact : 0891-2748612



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ANNEXURE -I

TECHNICAL BID

Please convey your compliance along with supporting documents for verification. The bid should be in Letter-head of the bidder.

1. SMF Batteries-Technical Details

Norms		Supporting documents and Complied (Yes/No)
Nominal Voltage and Capacity	12V and 65AH	
Technology	SMF-VRLA (Sealed Maintenance free-VRLA)	
Warranty	36 months	

2. Tubular Batteries-Technical Details

Norms		Supporting documents and Complied (Yes/No)
Nominal Voltage and Capacity	12V and 66AH	
Technology	Tubular Plate Design Suitable for long and deep power outages	
Warranty	36 months	

3. Bidder Certification

Eligibility Criteria	Complied (Yes/No)	Supporting Documents and Complied (Yes/No)
Bidder should be either Original Equipment manufacturer (OEM) or authorized dealer of OEM.		
The bidder should have not been black listed by any of Government Authority or Public Sector Undertaking (PSUs). Provide an undertaking in company letter head.		
The vendor has to submit/provide the certificate /proof of MSME in order to avail the relaxation under MSME guidelines of Govt. Of India. The vendor needs to submit Registration Certificate along with the quote. The Registration Certificate should clearly indicate the monetary limit, if any and the items for which vendor are registered with any of the agencies as per Govt. of India MSME guidelines		

4. AGREEMENT

L1 vendor selected should enter into an agreement to supply batteries ad warranty support as per terms and conditions	Agree (Yes/No)



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ANNEXURE-II

COMMERCIAL BID FORMAT

Make/Brand Name of the Battery:

New Battery			Old Battery		Net Cost**	
Rating	Base Price of One Unit battery (in Rs.) (A)	GST (in Rs.) (B)	Total Price of One Battery (In Rs.) (C=A+B)	Rating	Buy Back Cost of One Unit Battery (in Rs.) (D)	(E=C-D) (in Rs.)
12V 65AH (SMF)				12V 65AH (SMF)		
12V 65AH (SMF)				12V 66AH (TUBULAR)		
12V 66AH (TUBULAR)				12V 65AH (SMF)		
12V 66AH (TUBULAR)				12V 66AH (TUBULAR)		

** Net Cost is the price which will be considered to select the L1 vendor (after fulfillment of Technical Bid)

- Bidders are free to quote for all of the above ratings or at least one rating of new batteries. If the bidder quotes for one rating of new batteries then necessarily it should quote buy back price for corresponding both ratings.
- UIIC, RO Visakhapatnam reserves the right to accept/reject any make/brand without assigning any reason thereof.
- The Commercial Bid should be in Bidding Company's letter Head.

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ANNEXURE - III

Name of the Location where UIIC Offices are Situated (Visakhapatnam Region)
ICCHAPURAM
NELLIMARLA
SREERAMNAGAR
PALASA
SRIKAKULAM
PARVATHIPURAM
RAJAM
VIZIANAGARAM
VISAKHAPATNAM
BHEEMUNIPATNAM
MADHURAWADA
NARSIPATNAM
KAKINADA
TUNI
YANAM
JAGGAMPETA
RAMACHANDRAPURAM
PITHAPURAM
RAJAHMUNDRY
MANDAPETA
AMALAPURAM
DOWLESWARAM
RAVULAPALEM
ELURU
BHIMAVARAM
PALAKOL
NARASAPUR
JANGAREDDYGUDEM
TADEPALLIGUDEM

NIDADAVOLU
TANUKU
BHIMADOLE
VIJAYAWADA
MACHILIPATNAM
VUYYURU
JAGGAYAPETA
GUDIVADA
IBRAHIMPATNAM
GUNTUR
MANGALGIRI
TENALI
CHERUKUPALLI
PONNURU
CHILAKLURIPETA
ONGOLE
NARSARAOPETA
BAPATLA
KANDUKURU
MARKAPUR
NELLORE
KAVALI
SULLURPETA
VENKATACHALAM
NAIDUPETA
VENKATAGIRI
CHIRALA
ANAKAPALLE
GAJUWAKA
PENDURTHY

CHECK LIST OF DOCUMENTS

- Technical and Commercial Bid in separate sealed envelope within main envelope. Bids should be in Bidding Company's letter Head.
- Deviation Statement (if any deviation from Technical Specifications)
- Dealership Authorization Certificate from Original Equipment Manufacturer.
- Copy of this Tender Document duly signed and sealed as token of acceptance of terms and conditions.
- MSME Certificate (if any).

FOR ANY QUERIES/CLARIFICATION PLEASE CONTACT

Information Technology Department
Regional Office, Visakhapatnam
Pavan Enclave, 30-15-153
Daba Gardens Main Road
Visakhapatnam-530020
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0891-2748612

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UNITED INDIA