

**NATIONAL CENTRE FOR DISEASE INFORMATICS AND RESEARCH
(INDIAN COUNCIL OF MEDICAL RESEARCH), BENGALURU**

TENDER FOR

Supply, installation and commissioning of 3 Nos. of 3 KVA Online UPS System with tubular batteries of two hours back-up for National Centre for Disease Informatics and Research (ICMR), Bengaluru.

Email: ncdir@ncdirindia.org / adm.ncdir@gov.in

Website: www.ncdirindia.org

Tender Inquiry No: NCDIR/ICMR/2/2017 (Pt. III)

Name of the tenderer _____

Cost of Tender Document – Rs. 500/-

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Important Notes:

1. NCDIR reserves the right to accept / reject any/all tenders in part/full without assigning any reason thereof.
2. Any Addendum/Corrigendum date extension in respect of above tender shall be issued on our website www.ncdirindia.org only and no separate notification shall be issued in the press. Tenderers are therefore requested to regularly visit our website to keep themselves updated.

**DIRECTOR
NCDIR (ICMR), BENGALURU**

SECTION I

NATIONAL CENTRE FOR DISEASE INFORMATICS AND RESEARCH (Indian Council of Medical Research), Bengaluru

NOTICE INVITING TENDER

Sealed tenders are invited under two bid systems for supply, installation and commissioning of 3 Nos. of 3 KVA Online UPS System with tubular batteries of two hours back-up for National Centre for Disease Informatics and Research (ICMR), Bengaluru.

SCHEDULE TO TENDER		
S. No.	Activity Description	Schedule
1.	Tender No	No. NCDIR/ICMR/2/2017 (Pt. III)
2.	Sale of Tender Document	28 th January 2017 to 20 th February 2017 upto 01:00 PM Tender document can be collected from NCDIR office or downloaded from our website www.ncdirindia.org
3.	Time and last date of depositing Tender / Bid	20 th February 2017 up to 5.00 PM
4.	Time and Date of Opening of Technical Bid	27 th February 2017 at 02:30 PM
5.	Time and Date of Opening of Financial Bid	The Financial bid will be opened after evaluation of technical bid, which will be announced later.
6.	Minimum Validity of tender offer	1 year from the date of Opening of tender
7.	Services to be offered	Supply, installation and commissioning of 3 Nos. of 3 KVA Online UPS System with tubular batteries of two hours back-up
8.	Estimated cost of tender	Rs. 3,60,000/-
9.	Amount of EMD to be Deposited	Rs. 7,200/-
10.	Cost of Tender Document	Rs. 500/-

Important Notes:

1. NCDIR reserves the right to accept / reject any/all tenders in part/full without assigning any reason thereof.
2. Any Addendum/Corrigendum date extension in respect of above tender shall be issued on our website www.ncdirindia.org only and no separate notification shall be issued in the press. Tenderers are therefore requested to regularly visit our website to keep themselves updated.

**DIRECTOR
NCDIR (ICMR), BENGALURU**

SECTION II

INSTRUCTIONS TO BIDDERS

1. Sealed tenders are invited from the reputed firms engaged in the supply, installation and commissioning of 3 KVA On-line UPS System with Tubular batteries of two hours back-up to National Centre for Disease Informatics and Research (ICMR), Bengaluru.
2. The firms fulfilling the following criteria, may deposit their bids superscribed as “TENDER FOR SUPPLY, INSTALLATION AND COMMISSIONING OF 3 KVA ON-LINE UPS SYSTEM WITH TUBULAR BATTERIES OF TWO HOURS BACK-UP” and address it to **The Director, National Centre for Disease Informatics and Research (ICMR), Nirmal Bhawan-ICMR Complex (II Floor), Poojanahalli, Off N.H. -7, Adjacent to Trumpet Flyover of BIAL, Kannamangala Post, Bengaluru – 562 110** so as to reach on or before 5:00 PM, 20th February 2017 or the tender may be dropped in Tender Box placed at II Floor – Administration Room of NCDIR, Bengaluru.
3. The technical/commercial tender in two separate sealed covers with technical bid marked clearly as “Technical Bid” and financial proposal marked as “Financial Bid”.
4. NCDIR, Bengaluru will not be responsible for any delay or loss of document in transit due to any reason.
5. Tender should be submitted in the prescribed Tender Document obtained from the office of NCDIR, Bengaluru or downloaded from NCDIR website www.ncdirindia.org

DUE DATE & TIME

Tender document will be issued from 10.00 am to 5.00 pm on from Monday to Friday as mentioned in the Tender Document. The sealed tenders should reach the office of the Director, NCDIR, Bengaluru on or before the date as mentioned in the tender notice. The tenders received after due date and time or unsealed or incomplete or by postal delay or electronic mail will be summarily rejected.

TWO BID SYSTEM: The bid should be submitted in a sealed cover in two parts as under

- I. Technical Bid
- II. Financial Bid

I. TECHNICAL BID: Envelope should subscribed "Technical bid for supply, installation and commissioning of 3 KVA Online UPS System with tubular batteries of two hours back-up" and it should contain the following.

- **TENDER FEE:** The cost of tender document is Rs. 500/- (Rupees Five Hundred Only) (Non - refundable). The tender document can be obtained by paying the fees through Demand Draft/Bankers Cheque drawn in favour of “The Director, NCDIR payable at

Bengaluru". The cost of tender document shall be attached with Technical Bid in case the tender document is downloaded from the website. The Tender Document is not transferable to any other bidder.

- **EARNEST MONEY DEPOSIT (EMD):** An Earnest Money Deposit of Rs.7,200/- (Rs. Seven Thousand and Two Hundred only) in the form of demand draft drawn in favor of "The Director, NCDIR payable at Bengaluru" may be submitted, failing which their bids will not be considered valid. The Earnest Money Deposit shall be forfeited if the successful bidder withdraws his offer in due course. The amount will be refunded to unsuccessful bidder without any interest after completion of the tender process. The EMD should remain valid for a period of 45 days beyond the final tender validity period.
- All details as mentioned in Section V (Proforma for Technical Bid)

NOTE:

The Committee constituted by the Director will technically evaluate the contents as per Section IV. Those technically qualified will only be considered for price evaluation (Financial bid). Price should not be quoted with technical bid; otherwise the tender will be rejected without any correspondence.

Decision of the Director, NCDIR Bengaluru on the eligibility for qualifying technical bids shall be final and no representation shall be considered in this regard.

II. FINANCIAL BID

The second envelope should subscribed "Financial bid for supply and installation of 3 KVA Online UPS System with tubular batteries of two hour back-up" and it should contain the rates etc. as per Section XI Applicable taxes, if any, may be shown separately below and should not be included in the rates under any circumstances.

NOTE:

After due evaluation of the bid(s) Institute will award the contract to the lowest evaluated responsive tenderer

PERFORMANCE SECURITY

- The successful bidder shall deposit an amount equal to 10% of the approved tender cost i.e within 2 weeks of conveying NCDIR's intention for accepting the bid as Performance Security.
- Performance Security shall be submitted in the form of Bank Guarantee issued by a scheduled Bank and the Performa provided in section XIII of the bid document or DD/Banker's cheque drawn in favour Director, NCDIR, Bengaluru.
- Performance Security will be discharged after completion of contractor's performance obligations under the contract.

SECTION III

General Terms & Conditions bidder should satisfy are as mentioned below:

1. Firms must quote rates only in the financial bid proforma appended at Section XI
2. The validity for the rates quoted by the firms should be for a period of one year from the date of opening of tenders.
3. The tenderer will be required to send two separate sealed envelopes, first envelope containing deposit of tender fee, earnest money deposit, technical bid specifications whereas the second containing the financial bid showing rates, and terms and conditions.
4. While opening the tenders, the envelopes containing technical bids shall be opened first and acceptance of the bidder according to the specified quantifying clauses will be ascertained. Financial bids of the bidders shortlisted on the basis of accepted technical bids will be opened on a date to be notified later. Work order shall be awarded on the basis of the evaluation of both the technical and financial bids by the NCDIR.
5. Canvassing in any form will be viewed unfavorably and if any tenderer is found to be resorting to such practice, the tender of such firm will be rejected.
6. Conditional offers will not be considered and will be rejected.
7. In case, any clarification is required the tenderer may seek the same from this office. Any request after the last date and time for submission of bids for any clarification would not be entertained.
8. The authority for the acceptance of the tenders rests exclusively with the NCDIR. NCDIR does not undertake to accept the lowest or any particular tender or to assign any reason whatsoever for the rejection of any tender. The decision of the NCDIR shall be final in all matters of this tender.
9. Amendment to tender documents: At any time prior to the last date of receipt of bids, NCDIR may for any reason, whether at its own initiative or in response to a clarification requested by prospective bidders, modify the tender document by issuing an amendment/ addendum. Corrigendum/ extension/ addendum etc. to this tender shall be published in the NCDIR website only. Prospective bidders are advised to regularly visit the website: www.ncdirindia.org to keep track of corrigendum/ extension/ addendum etc, if any.
10. Guarantee/warranty periods as well as facilities available for after sales service may also be indicated clearly.
11. Financial bid should specify rates per unit should include all charges such as, packing, freight, handling, hire etc, for delivery at the above address.
12. The tender should specify the maximum period required for arranging supply from the date of receipt of firm orders/supply contract. Further, extension of time will not be provided for

supply than the minimum time indicated in the quotation by the supplier after firm orders are placed by NCDIR, Bengaluru.

13. Each bid must contain not only the rates for the main items of the quotation but also for spare parts that are compulsorily supplied with the main equipment. No part is made to be optional. All parts should be quoted. The aggregate value of the entire quotation with all parts required should be mentioned failing which the quotation liable to be rejected. The Director reserves the right of ordering or not ordering any of the quoted parts. The validity for the rates quoted by the firm should be for a period of one year from the date of opening of tender.
14. Failure to make supply whether a portion of the items or the full supply as per the terms of indent or non-performance/non supply in time or regularly or supplying items not conforming to the specifications, quality prescribed or which is found to be defects in and other way or for breach of any of the conditions stipulated will entail enforcements of one or more of the following:
 - (a) The defaulting firm will be liable, in addition to pay the extra expenditure if any incurred by the NCDIR for having purchased the materials elsewhere, because of the failure of the firm to make supply in time.
 - (b) No representation for enhancement of rates will be considered during currency of the contract once the rates quoted are accepted. No import license will be provided by this office.
 - (c) The other requirements that may be ordered separately must also be supplied under the same conditions and at the same rates.
 - (d) In the case of articles rejected for not being in accordance with the accepted specifications as per the purchase order or has been received in damaged conditions the quotation should be prepared to take them back and replace them by correct item within a week without additional cost to the NCDIR.
15. Rates should be quoted in figures as well as in words, over writing or any corrections are not allowed.
16. Necessary training/instructions on operation of the UPS should be given by the installation engineer to NCDIR staff at the firms cost after completion of the installation.
17. On receipt of the approval from ICMR Hqs. New Delhi, the purchase order will be issued to the successful tenderer (lowest one) by the Director, NCDIR, Bengaluru.

Note:

- i. The units registered with Central Purchase Organization (DGS&D), National Small Industries Corporation (NSIC) or the concerned Ministry or Department shall be exempted from the payment of Earnest Money as defined under Rule 157 of General Financial Rules (GFR), 2005. In such case, copy of the certificate showing registration with the above mentioned institutions to be enclosed along with the bid.
- ii. In case the unit is not covered as above, it shall submit the offer along with the Earnest Money Deposit (EMD) for Rs. 7,200/-.
- iii. The EMD will be forfeited in following cases:
 - If the tenderer fails to accept the order based on his/her offer (bid) and within the prescribed time.
 - If the tenderer fails to supply the material with specifications in compliance to as mentioned in Section – IV.
 - If the tenderer delays supply beyond a reasonable time resulting in disruption of NCDIR works.

SECTION IV

Technical Specifications / Requirements

Supply, installation, testing, commissioning of 3 KVA Online UPS along with other accessories required for working – 3 Nos. of UPS along with tubular batteries.

Sl. No.	Specification	Parameters	Compliance (Yes/No)	If No, specify exact specification
1	Capacity	3 KVA / 2.7 KW		
2	Backup	2 hours at full load		
3	Technology	IGBT Technology based True On-line UPS		
4	Input	Input Voltage 200-250 V AC, single phase		
5	Output	Single phase, 220 V		
6	Frequency	50 HZ		
7	Input frequency	50 ± 5 Hz		
8	Output power factor	Unity		
9	THD	>3%		
10	Voltage stability	1% at linear load 3% at non-linear load		
11	Short Circuit Protection	Soft shut down should occur without blowing any fuse.		
12	Efficiency	More than 93%		
13	Frequency stability	± 1 Hz		
14	Indicators	Over Temperature- Required Load On Battery - Required Battery On Charge - Required Battery Low - Required Mains - On Required Dc - On Required Inverter - On Required Inverter –Tripped Output Over Voltage Output Low Over Load System		
15	Tubular Batteries	Tubular batteries should support 3KVA Online UPS system. Closed housing with suitable lockers Minimum 5 years replacement warranty		
16	Warranty	3 years total system		

Note: Tender should include AMC charges for 5 years after completion of warranty period (4th year onwards)

Important: The tenderer should enclose the product catalogue supporting the above specifications.

ELIGIBILITY AND QUALIFICATION REQUIREMENTS

NOTE: Eligible bidders are to provide information on the qualification requirements as below in the enclosed Technical bid format. The Financial Bids of only those firms who qualify as per the Technical Bid will be opened and considered for further evaluation, for which date will be fixed separately and intimated to those bidders who qualify in the Technical Bid evaluation.

1. ELIGIBILITY CRITERIA

1. Should be a Firm/Company (Incorporated in India) having their own Service Centre installations.
2. Bidder should have a fully functional service centre with spares stock for attending the breakdown calls. Details of the service centre must be provided.
3. Bidder should be an established Service Centre Services provider and should have been in this business for a period not less than five years as on 01.01.2017.
4. Bidder should have a minimum 5 year experience in the design, manufacture and testing of UPS System.
5. The Bidder shall not be under a declaration of ineligibility for corrupt or fraudulent practices or blacklisted by any of the Government agencies.
6. The Bidder must have a turnover of more than Rs. 25 lakhs in at least one of the last three Financial Years ending on 31.03.2016

2. DETAILS TO BE FURNISHED AND MODE OF PRESENTATION

- a) The Tenders should contain all particulars like the name and address of the Tenderer in their letter-head as mentioned in Technical Bid.
- b) The Price details must be quoted in the PRICE BID only as per format given in Section - XI and incomplete details on the above will be treated as non-responsive offer, and the tender is liable for rejection.
- c) The Rates should be quoted for each item as per specifications given and it should be indicated clearly both in words and Figures. The tenderer with full signature should attest any scoring or overwriting. The rate quoted should not be subjected to any price variation clauses. If there is a variation between the quote in figures and in words, then the lower amount will be taken as the correct quote. Any confusion in the price bid will make it liable for rejection by the evaluation committee.
- d) Leaflets and specifications of quoted items should necessarily accompany the offer.
- e) No extra payment on account of labour/tool charges etc. will be paid.

3. OPENING OF TENDER AND EVALUATION THEREON

The tenders received up to 5.00 PM on the last day as mentioned in the Tender Notice will be opened by the committee at NCDIR, Bengaluru in the presence of such of those Tenderers or their

representatives who choose to be present at the time of opening. Representatives who are attending the opening of the Tenders should bring a Letter of Authority from the Tenderer, whom they represent to identify their bonafides. The financial bid of only those bidders who qualify in the evaluation of the technical bid will be considered and the financial bid will be opened after evaluation of technical bid, which will be announced later.

1. The Tender forms issued in the name of the intending Tenderer / firm only should be used. If the tender form issued to others is used, such Tender will be summarily rejected.
2. The Tenderers are advised to go through all the terms and conditions carefully. Reporting of any corrections or alteration, etc., after submitting the tender, will not be entertained.
3. The Director, NCDIR, Bengaluru reserves the right to accept the whole tender or any part thereof or reject all the tenders, if the interests of NCDIR so require, without assigning any reasons whatsoever and to waive any minor discrepancy in the tenders received.
4. If the successful Tenderer fails to execute the agreement and / or deposit the required security Deposit within the time specified or withdraws the tender after intimation of the acceptance of the tender or fails to comply with the conditions above or owing to any other reason, tenderer is unable to execute the contract, the Earnest Money Deposit /Security amount deposited by tenderer, will be forfeited along with liability for all damages sustained by the NCDIR by reasons of such breach including the liability to pay any difference between the rates accepted by tenderer and those ultimately paid by the NCDIR for the Supply and Installation of 3 KVA On-line UPS System i.e. Notional loss suffered by the NCDIR, such damages, shall be assessed by the Director, NCDIR, Bengaluru whose decision is final and the amount assessed is recoverable by proceeding under the suitable law.

4. ACCEPTANCE OF TENDER

On receipt of the approval from ICMR Hqs. New Delhi, the purchase order will be issued to the successful tenderer (i.e. lowest one) by the Director, NCDIR, Bengaluru.

5. FORFEITURE OF EARNEST MONEY DEPOSIT

If the Successful Tenderer (referred as “Tenderer”) fails to act according to the tender conditions or backs out after the tender has been accepted, the Earnest Money will be forfeited by NCDIR, Bengaluru.

6. RELEASE OF PURCHASE ORDER

- It is not binding on the part of the Director, NCDIR, Bengaluru to accept the lowest or any other tender and the Director reserves the right to reject or accept any tender fully or partly or retender without assigning any reason. The Director, NCDIR, Bengaluru reserves the right to accept and place the supply orders to the successful tender/ tenderer.
- The Director, NCDIR, Bengaluru also reserves the right to relax or waive any of the tender conditions and reject the tender if any one of the conditions enumerated above, is violated or the tenderer gives any counter condition.
- On receipt of the security deposit remittance as in the Tender Document, NCDIR, Bengaluru will release the formal purchase order to the Tenderer.

7. EXECUTION OF PURCHASE ORDER

The tenderer should nominate and intimate to NCDIR, Bengaluru his authorized representative specifically to handle the purchase order from NCDIR and ensure that he fully familiarizes himself with the terms and conditions of the Tender Purchase Order and the Guidelines, and is responsible to effectively execute the Purchase Order complying with all the terms and conditions.

8. DELIVERY

- a) The item should be delivered to NCDIR, Bengaluru within 45 days from date of receipt of purchase order.
- b) The delivery schedule should be adhered to strictly. If the tenderer fails to complete the supply within the time stipulated, the order for the Supply and Installation of 3 KVA UPS System will be liable to be cancelled. In such a case, the Security Deposit will be forfeited.
- c) In order to take care of the situation arising out of the failure of the tenderer to supply as per the schedule and quality and norms, the orders placed with such tenderer will be cancelled with sufficient cause.
- d) Delivery of goods shall be made by the tenderer personally at NCDIR, Bengaluru in accordance with the terms specified by NCDIR, Bengaluru.

9. PAYMENT TERMS

The payment will be made by NCDIR by e-Transfer to the bank account as mentioned in the bank mandate. The tenderer shall submit the documents which shall clearly indicate that the Proper Installation & successful Testing of Equipment are done.

10. PENALTY

In the event of failure of the successful tenderer to deliver the system within the stipulated time, without prejudice to other remedies under the contract a penalty equivalent to 0.5% (Half Percent) of the value of delayed goods will be levied per week with a maximum of 5% of the contract value. If requested by the tenderer, it is the discretion of the Director, NCDIR, Bengaluru to grant extension of time with penalty/without penalty and to purchase the stock from any other source at the prevailing market rate at the risk and responsibility of the successful tenderer and to claim any loss sustained by NCDIR, Bengaluru in the transaction from the tenderer besides forfeiting Earnest Money Deposit and Security Deposit.

11. SAVING CLAUSE

- a) In case any doubt arises on interpretation or otherwise of any point in this tender document, NCDIR shall be referred to for clarification.
- b) At any time after the issue of the tender documents and before the opening of the tender, the Tender Inviting Authority may make any changes, modifications or amendments to the tender documents and shall send intimation of such changes to all those who have purchased the original tender documents.

- c) In case any tenderer asks for a clarification on the tender documents before 48 hours of the opening of the Tender, the Tender Inviting Authority shall ensure that a reply is sent and copies of the reply to the clarification sought will be communicated to all those who have purchased the tender documents without identifying the source of the query.

12. Service Facility:

In order to ensure proper and timely after sales service, contact details with addresses of service centre nearest to NCDIR, Bengaluru shall be provided along with the bid.

13. Taxes:

Suppliers shall be entirely responsible for all taxes, duties, license fees, octroi, road permits, etc., incurred until delivery of the contracted Goods to the Purchaser.

14. Termination for Default:

The purchaser may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, terminate the Contract in whole or part:

- a) If the supplier fails to deliver any or all of the Goods within the period(s) specified in the order, or within any extension thereof granted by the Purchaser; or
 - b) If the Supplier fails to perform any other obligation(s) under the Contract.
 - c) If the Supplier, in the judgment of the Purchaser has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
- For the purpose of this Clause:
 - a) “Corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
 - b) “Fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of Borrower, and includes collusive practice among Tenderers(prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition”.
 - In the event the Purchaser terminates the Contract in whole or in part, the Purchaser may procure, upon such terms and in such manner, as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Purchaser for any excess costs for such Goods or Services. However, the Supplier shall continue the performance of the contract to the extent not terminated.

15. Claims:

- a) If the material supplied are found to be off size and shape different than those in the accepted offer and are of specifications lower than those stipulated in the accepted offer, NCDIR, Bengaluru shall have the right to totally reject the goods and/or to prefer a claim for compensation for the part of goods, which are rejected.

- b) The supplier shall reimburse to NCDIR, the actual expenditure incurred, on such goods, within 15 (fifteen) days of its demand.
- c) The supplier shall be responsible for arranging the rejected goods to be removed at his/her cost from NCDIR, Bengaluru premises.
- d) The supplier shall also compensate for losses, if any, sustained by NCDIR due to defective packing and/or wrong marking of the goods.

16. Excise Duty:

- a) The offer should contain the Basic Price and percentage of Excise Duty should be shown separately, since NCDIR, Bengaluru is exempted from payment of Excise duty vide Govt. Notification No. 10 / 97-Central Excise dated 1st March, 1997.
- b) NCDIR, Bengaluru is exempted from payment of Custom Duty vide Govt. Notification No.51 / 96- Customs dated 23rd July, 1996. Since the suppliers are requested to quote only on for basic price, custom duty will not be applicable for the suppliers.
- c) The rates of Sales Tax, G.S.T, C.S.T and Excise Duty must be clearly indicated. Whenever chargeable S.T/ G. S. T / C. S. T numbers must be indicated. It will be deemed that no Taxes are payable by us if such items are not indicated.

17. SIGNATURE AND SEAL

The Tenderer must sign and affix their Seal in every page of the Tender Document and the complete Signed Original Tender. Documents must be submitted only in the respective covers.

I/We _____ have gone through the terms and conditions and will abide by them as laid down above.

Signature of authorized person

Date:

Name:

Place:

Seal:

SECTION V

TECHNICAL BID (PART - I)

Name of the Tenderer : _____

Address: _____

Pin Code No.: _____

Tel. No. : _____

Mobile No.: _____

Fax No. : _____

Email. : _____

Status of the Company : _____

(Pls. Tick mark as applicable) : Proprietor/Partnership/Company

Name of the Proprietor/Partners/ :

Directors of the company/firm

TECHNICAL BID (PART - II)

Sl. No.	Description of the company/firm	Proof requires Yes / No	Page No.
1	Name of the firm		
2	PAN Card No.		
3	VAT Reg. No./ Sale Tax No.		
4	Annual turn Over (Rs. 25 Lakhs)		
5	List of Clients		
6	Work Experience For providing 10 year experience in the sale and maintenance (Attached documentary proof in support of claim)		
7	Total number of Engineers working in the Organization		
8	Proof of having Service center at Bengaluru		
9	Illustrated pamphlets containing all the Technical Details, Specification of the tendered item should be enclosed along with the tender.		
10	Whether EMD submitted or not		
11	Tender document cost should be enclosed along with technical bid in form of DD in case of downloaded from website	DD No: Date: Amount:	
12	Bidder should submit the AMC certificate		
	A declaration that the after sales service facilities as well as spare parts shall be made available at least for 5 years for each of the specific equipment / article quoted.		
	A declaration indicating willingness to provide AMC services at least for 5 years after the expiry of the warranty for each of the maintainable equipment quoted.		
13	Undertaking regarding black-listing by any department as per Section - IX		
14	This tender document, the bidders are requested to sign on all the pages. The Technical bid & the Commercial bid should be sealed by the bidder in separate covers		

SECTION VI

(Undertaking from Tenderers)

To
The Director,
National Centre for Disease Informatics and Research (ICMR)
Nirmal Bhawan-ICMR Complex (II Floor), Poojanahalli
Off N.H. -7, Adjacent to Trumpet Flyover of BIAL
Kannamangala Post, Bengaluru – 562 110

Sir,

Nature of Goods/Equipments:	3 KVA Online UPS System
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Having Examined and Perused the following documents:

1. Notice Inviting Tender
2. Instruction to the Tenderer
3. Commercial General Terms & Conditions
4. Technical Specifications of items (Section – IV) for which tender is issued
5. Price Bid

I/Wedo hereby submit tender in prescribed formats for Supply and Installation of 3 KVA Online UPS System to NCDIR, Bengaluru, completed in all respects in accordance with the conditions applicable.

If this tender is accepted, I/We agree to abide by and fulfill all the terms and conditions in the tender documents

I/We hereby distinctly and expressly declare and acknowledge that before the submission of this tender, I/We have carefully read and followed the instructions and I/We have understood the existing system of supply in the NCDIR, including the scope and nature of duties expected from the Tenderer.

I/We distinctly agree that I/We would hereafter make no claim or demand upon the NCDIR, Bengaluru based upon or arising out of any alleged misunderstanding or misconceptions or mistake on my/our part of the said stipulations, restrictions and conditions.

Any notice required to be served on me/us shall be sufficiently served on me/us by post (registered or ordinary) or courier or left at my/our address furnished herein. I/We fully understand the terms and conditions in the tender documents.

Dated this.....day of.....2017

SECTION VII

TENDER FEE & EARNEST MONEY DEPOSIT PAYMENT PARTICULARS

Number of Demand Drafts enclosed:

Demand Draft particulars:

Sl. No.	D.D. No.	Date	Name of the Bank / Branch and Place	Amount
1				
2				
3				

I / We, hereby declare that the particulars furnished by me/us in this offer are true to the best of my/our knowledge and I/We understand and accept that, if at any stage the information furnished by me/us are found to be incorrect or false, I/We am/are liable for disqualification from this tender and also liable for any penal action that may arise due to the above, besides being black listed.

Signature :

Name :

Designation :

Name of the Agency :

Address of the Tenderer :

Phone No. & Mob. No.:

Email Address:

Website address (if any):

Date:

[Note: Above declaration should be duly signed and submitted on the letterhead]

SECTION VIII

TURN OVER DETAILS

As per the tender eligibility criteria, the sales turn-over should not be less than Rs.25 Lakhs (Rupees twenty five Lakhs only) per annum in the past two years. These turnover details will have to be substantiated with the appropriate documentary evidences duly enclosed.

The last two years sales turn-over details are furnished as follows.

Name of the Company / Firm:

Sl. No.	Financial Year	Turn over (Rs. In Lakhs)
1	2014-15	
2	2015-16	

Proof of the above sales turn-over details should be furnished in the form of Audited Annual Accounts of the tenderer.

[Note: Above declaration should be duly signed and submitted on the letterhead]

SECTION IX

DECLARATION

I/We having our office as mentioned below and declare that I/we have never been blacklisted by any State Government/Central Government or any State/Central PSU.

Signature :

Name :

Designation :

Name of the Agency :

Address of the tenderer :

Date:

Place:

[Note: Above declaration should be duly signed and submitted on the letterhead]

SECTION X

MANUFACTURERS AUTHORIZATION FORM

Ref No :

Dated :

To,
The Director
National Centre for Disease Informatics & Research
Indian Council of Medical Research
NirmalBhawan-ICMR Complex (II Floor)
PoojanahalliOff N.H.-7
Adjacent to Trumpet Flyover of BIAL
Kannamangala Post
Bengaluru – 562 110.

Reference: Tender No.dated _____ due on _____

Dear Sir,

We _____ the Manufacturers of _____
_____ having manufacturing unit at _____
_____ (Address of the factory)

do hereby authorize M/s. _____ (Name and Address of
dealer) to submit a bid, and subsequently negotiate and sign the contract with you against the
above tender.

We hereby extend our full guarantee, warranty and support and also in meeting warranty
obligations by providing necessary spares in time for the goods & services offered by the above
dealer against this tender.

Yours faithfully

(Name)

(Name of the manufacturer)

Note: This letter of authority should be on the letterhead of the manufacturer and should be
signed by a person competent and having a power of attorney to bind the manufacturer. The
bidder in its bid should include it.

SECTION XI

PRICE BID (PART – I)

To
The Director
NCDIR, Bengaluru

I/We.....of.....
.....
.....

.....hereby contract and agree on the acceptance of this tender by The Director, NCDIR, Bengaluru for supply, installation and commissioning of 3 KVA Online UPS System in accordance with the terms and conditions of contract stated in the tender document, the goods hereunder named of the quality and sort and at the rates or price specified in Section – IV.

Signature :

Name :

Designation :

Name of the Agency :

Address of the tenderer :

Date:

Place:

PRICE BID (PART – II)

Supply, installation and commissioning of 3 Nos. of 3 KVA Online UPS System with tubular batteries of two hours back-up

Sl. No.	Item description	Unit Cost	Qty.	Taxes/VAT
1	3 KVA Online UPS, Single phase input and Single phase output, IGBT Technology based True On-line UPS		3 Nos.	
2	Tubular Battery bank for 120 Min back up along with interconnecting cables, cable from UPS to Battery Bank with battery stand with five years warranty and THREE years maintenance (for 3 Nos. of UPS).			
3	Installation & Commissioning charges			
4	Comprehensive AMC for UPS and batteries for a period of 3 years after warranty period			
	Total			

Note *:The installation of wiring will be paid actual

The above Total amount mentioned is inclusive of all tax and other charges

Date: _____ Name, signature & seal of the tenderer

SECTION – XII

**CERTIFICATE FOR THE DOCUMENTS DOWNLOADED FROM THE NCDIR,
BENGALURU WEBSITE.**

In case the tender document is downloaded from the web site a declaration in the following Performa has to be furnished.

"I..... (Authorized signatory) hereby declare that the tender document submitted has been downloaded from the website www.ncdirindia.org and no additional/deletion/ correction has been made in the Performa downloaded. I also declare that I have enclosed a DD/Bankers Cheque No..... Datedfor Rs..... towards the cost of tender document along with technical bid".

In case at any stage, it is found that the information given above is false / incorrect, NCDIR Bengaluru shall have the absolute right to take any action as deemed fit/without any prior intimation.

**SIGNATURE OF THE
BIDDER WITH SEAL**

[Note: Above declaration should be duly signed and submitted on the letterhead]

SECTION XIII
PERFORMANCE SECURITY BOND FORM

1. In consideration of National Centre for Disease Informatics and Research (ICMR) Bengaluru (here in after called the NCDIR Bengaluru) having agreed to exempt _____ (here in after called the said contractor(S) from the demand of security deposit/earnest money of Rs _____ on production of Bank Guarantee for Rs. _____. For the due fulfillment by the said contractors of the terms & conditions to be contained in an Agreement in connection with the contract for supply of _____ we, (name of the Bank) _____ (herein after referred to as “the Bank”) at the request of _____ Contractor’s do hereby undertake to pay the NCDIR Bengaluru an amount of not exceeding _____, against any loss or damage caused to or suffered or would be caused to or suffered by the NCDIR Bengaluru reason of any breach by the said contractor’s of any of the terms & conditions contained in the said agreement.
2. We (Name of the Bank) _____ do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the NCDIR Bengaluru stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the NCDIR Bengaluru reason of breach by the said contractor’s of any of terms & conditions contained in the said agreement or by reason of the contractors failure to perform the said Agreement. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee, where the decision of the NCDIR Bengaluru in these counts shall be final and binding on the Bank. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____.
3. We undertake to pay to the NCDIR Bengaluru any money so demanded notwithstanding any disputes raised by the contractor(s)/supplier(s) in any suit or proceeding pending before any court or tribunal relating thereto our liability under the present being absolute and equivocal. The payment so made by us under this bond shall be valid discharge of our liability for payment there under and the contractor(s)/ supplier(s) shall have no claim against us for making such payment.
4. We (Name of the bank) _____ further agree that the guarantee herein contained shall remain in full force and effect immediately for a period of three year from date herein and further agrees to extend the same from time to time (one year after) so that it shall continue to be enforceable till all the dues of the NCDIR Bengaluru, under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till NCDIR Bengaluru certifies that the terms & conditions of the said agreement have been fully and properly carried out by the said contractor(s) and accordingly discharges guarantee.
5. We (name of the bank) further agree with the NCDIR Bengaluru that the NCDIR Bengaluru shall have the fullest liberty without our consent and without affecting in any manner our obligations here under to vary and of the terms & condition of said agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time to time any of the powers exercisable by the NCDIR Bengaluru against the said any contractor(s) and to forbear or enforce any of the terms & conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said contractor(s) or for any forbearance, and or any omission on the part of the NCDIR Bengaluru or any indulgence by the NCDIR Bengaluru to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision,

have effect of so relieving us.

6. The guarantee will not be discharged due to the change in the constitution of the Bank or the contractor(s)/ supplier(s).
7. This guarantee shall be irrevocable and the obligations of the Bank herein shall not be conditional to any prior notice by NCDIR Bengaluru.

Dated : _____

For _____
(Indicating the name of the bank)

N.B.This guarantee should be issued on non-judicial stamped paper, stamped in accordance with the stamp act.

SECTION XIV

BID FORM

No. NCDIR/ICMR/2/2017 (Pt.III)

Dated:

To

The Director,
National Centre for Disease Informatics and Research
(Indian Council of Medical Research)
Department of Health Research, Ministry of Health and Family Welfare
Government of India, NirmalBhawan-ICMR Complex (II Floor),
Poojanahalli, N.H-7, B. B. Road, Kannamangala Post, Bengaluru-562 110 (India)

Dear Sir,

1. Having conditions of contract and services to be provided, including addenda Nos.....the receipt of which is hereby duly acknowledged, we, undersigned, offer to supply and installation of 3 KVA UPS in conformity with the conditions of contract and specifications for the sum shown in the schedule of prices attached herewith and made part of this Bid.
2. We undertake to enter into agreement within one week of being called upon to do so and bear all expenses including charges for stamps etc and agreement will be binding on us.
3. If our Bid is accepted, we will obtain the guarantees of a Scheduled Bank for a sum as mentioned in TENDER document for due performance of the Contract.
4. We agree to abide by this Bid for a period of one year from the date fixed for Bid opening and it shall remain binding upon us and may be accepted at any time before the expiry of that period.
5. Until an agreement is signed and executed, this Bid together with your written acceptance thereof, in your notification of award shall constitute a binding contract between us.
6. We understand that you are not bound to accept the lowest or any bid, you may receive.

Dated this day of 2017.

Signature of

In capacity of

Duly authorized to sign the bid for and on behalf of.....

Witness.....

Address

Signature

[Note: Above declaration should be duly signed and submitted on the letterhead]

SECTION XV

AGREED TERMS AND CONDITIONS

(TO BE FILLED BY INDIAN TENDERERS QUOTING ONLY IN INDIAN RUPEES)

Important Notes:

- (A) This questionnaire (ATC) duly filled-in the same word file must be submitted along with the offer, failing which your offer will be liable for rejection. This document received in any other form will not be accepted and can lead to rejection of offer.
- (B) Each point must be confirmed / replied suitably.
- (C) Tenderers to note that the confirmation/acceptance/comments mentioned/agreed by them in this ATC are final and will supersede any contrary term indicated elsewhere in their quotation / tender documents.

NCDIR'S Tender No: NCDIR/ICMR/2/2017 (Pt.III)

S. No.	Description/Tender Requirement	Vendor's Reply
Vendor Compliance to Technical Conditions		
1.	Confirm that the offer has been submitted strictly as per the tender requirements.	
2.	Confirm that all pages of "Technical Specifications" have been submitted with the technical bid as a token of acceptance	
3.	Confirm that all the documents related to "Technical Criteria for acceptance of offer" have been submitted with the technical bid.	
4.	Confirm that there is no technical deviation and specification of offered product is same as per tender specification	
Vendor Compliance to Commercial Conditions		
1.	Confirm that you are a OEM OR Authorized dealer of UPS. In case of authorized dealer of UPS, submit authorization letter along with your bid	
2.	Confirm that the quoted prices are in Indian Rupees	
3.	Confirm that the Prices shall be FIRM and FIXED till complete execution of order and shall not be subject to variation on any account	
4.	Confirm unconditionally that your quotation is valid for acceptance up to 1 year from the closing date of this enquiry	
5.	Please note that Packaging & Forwarding charges or any other charges should be included in Price Bid. The total price of all items put together will be considered for price evaluation.	
6.	Excise Duty – It may please be noted that NCDIR, Bengaluru is registered with the DSIR for the purpose of availing the Central Excise Duty exemption in terms of Govt. Notification No.51/96-Customs dated 23.07.1996 and No.10/97-Central Excise dated 01.03.1997 . The Exemption Certificate along with the copy of Certificate of Registration (if required) can be obtained on demand and would be provided to the successful tenderer as and when asked for.	

7.	Please confirm that your firm have not been banned or delisted by any Government or Quasi Government agencies or PSUs. This does not necessarily be the cause for disqualification. However if this declaration is not furnished the bid may be rejected as non-responsive.	
8.	If your response to point no. 7 above is “Banned/Delisted”, please provide details of such banning / delisting such as (i) Banned / Delisted by (Name of Co.) and (ii) Validity of such delisting / banning.	
9.	Confirm unconditional acceptance that any tenderer making a false claim would have its contract terminated forthwith, if detected later.	
10.	Confirm that you shall supply the requisite operation/maintenance manual with the equipment.	
11.	Please also confirm that spare parts shall be made available as and when required for a minimum period of 5 years from the date of successful completion of warranty period.	
12.	Confirm unconditional acceptance Confirm unconditional acceptance of comprehensive warranty (inclusive of absolutely free of charge delivery (all expenses paid) at our site and installation of replacement parts/spares and free of all expenses related to such service calls) for a period of clear 12 months or more from the date of satisfactory completion of onsite installation, commissioning and training at our location	
13.	Confirm whether your firm is registered with any of the following in order to avail the benefits/preference available vide Public Procurement Policy MSEs Order, 2012. a) District Industries Centers (DIC) b) Khadi and Village Industries Commission (KVIC) c) Khadi and Village Industries Board d) Coir Board e) National Small Industries Corporation (NSIC) f) Directorate of Handicraft and Handloom g) Any other body specified by Ministry of MSME If Yes, then please mention with whom your firm is registered with as MSE and the proof for the same may be attached NOTE: Benefits/Preference available to Micro & Small Enterprises (MSEs) is applicable to “Producer/Manufacturer” of the tendered items only”	
14.	The tenderer is requested to advise whether they have a rate contract for the quoted items with DGS&D and if so whether the same could be extended to NCDIR.	

[Note: Above declaration should be duly signed and submitted on the letterhead]