

Tender Document : UPSBatt
NITK Surathkal
Srinivasnagar PO, Dakshina Kannada District
Karnataka
PIN 575025

DOC-4

Notice Inviting Tender

Batteries for UPS

12V,120Ah, Quantity 50 Nos
with buyback of old batteries

Central Computer Centre

Updated on June 14, 2019

Tender Notification	NITK/UPSBatt/doc4 dated 14-6-2019
Estimated amount put to Tender	Rs 490000/-
E M D Amount	Rs 9800 (2% of Estimated cost)
Time for Delivery	Within 1 week of receiving Purchase Order (See page 10)
Last Date for submission of tender	on or before 8-7-2019, 4 PM
Address for Submission of Tender	Office of the Chairman, Central Computer Centre , NITK Surathkal , Srinivasnagar PO , DK, Karnataka , PIN 575025
Date of opening of technical bid	10-7-2019, 3PM
Date of opening of financial bid	Will be notified later



NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL
CENTRAL COMPUTER CENTRE
NOTICE INVITING TENDER (N.I.T)

The National Institute of Technology Karnataka, Surathkal (in short-NITK, Surathkal) is an autonomous body under Ministry of HRD Govt. of India, imparting Technical Education and engaged in Research Activities. It is proposed to procure the services for the departmental academic/research activities. Sealed Tenders are invited for the following services in two cover system (i.e., Technical bid and financial bid) subject to the following terms and conditions, from the reputed bidders so as to reach this office on or before scheduled date and time. The tender (Technical bid) will be opened on the specified day in the presence of bidders or their authorized agents who may choose to be present. The financial bid of only such bidders whose technical bid is accepted shall be opened later similarly on a pre-informed date.

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Note: Bids will NOT be received after the deadline of on or before 8-7-2019, 4 PM. Bidders are hereby advised to ensure that their bids reach the address as mentioned above well before the deadline.

Sd/-
Chairman
Central Computer Centre

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Important Note

1. This version (updated on June 14, 2019) of the tender document supersedes all the previous versions of the tender document.
2. The bidders are advised to follow this document while bidding after checking for corrigenda if any.

1 Introduction

1.1 Objective

The objective goes here.

Sealed Tenders are invited from reputed firms for the supply of 50 Nos-UPS-Batteries 12V,120 Ah, C-10 .

1.2 Procedure

A **two-stage** procedure will be adopted for evaluation of tenders submitted in response to this Notice Inviting Tender. Minimum qualification or background in terms of revenue, work experience and technical expertise expected from the bidder to participate in the bidding process shall be as given elsewhere in this document.

The **technical bid** shall be evaluated in terms of matching specifications and qualifying terms for the bidders.

The **commercial bid** shall contain the financials pertaining to UPS-Batteries 12V,120 Ah, C-10 Commercial bid of only those bidders who pass the technical bid evaluation shall be considered for financial evaluation.

Successful bidder shall be that bidder who has submitted the lowest *qualified* bid.

1.3 Need to Maintain Confidentiality

1. All data found in this document and associated documents are considered to be confidential information.
2. Further, data gathered as a result of meetings and walk-through visits is considered to be confidential information. This confidential information shall not be distributed outside of organizations directly related to the contractor without explicit, written approval from NITK Surathkal.

2 Submitting the bids

The bid should be submitted in two cover system — Technical Bid and Financial Bid as given below.

2.1 Technical Bid

The bidder should give details of their technical soundness and provide list of customers of previous services to Universities, Institutes or Government Departments/ Undertakings/ public sectors with contact details. The details of the bidder/ profile should be furnished along with the copy of all related documents. This envelope should be sealed and duly super-scribed as *Envelope No. 1 :Technical Bid*. Full name and address of the agency should also be mentioned on envelope and should be addressed to The Director, NITK, Surathkal. The following documents must be enclosed:

2.1.1 Documents needed for technical bid

1. Brand, make and model of the Tubular 12V, 120Ah @ C-10 Low Maintenance Battery bidden.
2. Whether Five years full warranty is given (pro-rata warranty shall not be considered).
3. A Lab test report or certificate from Central Power Research Lab, Government of India for the batteries

4. Documentary evidence that the batteries are manufactured in an ISO 9001, ISO14001 and OHSAS 18001 certified factory.
5. Documentary evidence that the tubular batteries are conforming to IS 13369:1992 with Amendments.
6. Whether buyback value of Southern Tubular batteries : 130 Ah, C20 : 30 Nos and 100Ah, C20 : 20 Nos are furnished in the price bid.
7. Licence certificate for supplying the goods.
8. List of Owner/partners of the firm and their contact numbers
9. Income tax PAN number.
10. GST Details.
11. Name and Contact Address of the Bidder with e-mail address
12. List of customers with contact details: Reference Letter /Phone Number / Contact address of three places or more where you have carried out similar work.
13. The extract of the Balance sheet, Profit & Loss A/c., Trade or Manufacturing A/c for the last 3 years should be enclosed as proof with the relevant information highlighted.
14. The bidder must give the declaration and the contract given below. If these are not given, the bid shall be treated as non-responsive and rejected.

a) **Declaration**

I/we have not tampered/modified the tender forms in any manner. In case, if the same is found to be tampered/modified, I/we understand that my/our tender will be summarily rejected and full Earnest money deposit will be forfeited and I/we am/are liable to be banned from doing business with NITK, Surathkal and/or prosecuted.

Signature of the Bidder :

Name and Designation :

Business Address :

Seal of the Bidder's Firm

Place:

Date :

b) **Contract Form**

(To be provided by the bidder in the business letter head and/or with business seal)

- i. (Name of the Supplier's Firm) hereby abide to supply the items in the delivery schedule (mentioned in the section 5 in the page 12 of the tender document) for supplying the items if the purchase order is awarded.
- ii. The items will be supplied conforming to the specifications stated in the tender document without any defect and deviations.
- iii. Warranty will be given for the items supplied for the period mentioned in the tender document and service will be rendered to the satisfaction of NITK, Surathkal during this period.

Signature of the Bidder :

Name and Designation :

Business Address :

Seal of the Bidder's Firm

Place:

Date :

15. EMD in original form valid for minimum six months, through Bank Guarantee or Demand Draft only drawn on any scheduled bank in favour of Director NITK, Surathkal, payable at Surathkal should be submitted. EMD shall bear no interest. Any bid not accompanying with EMD is liable to be treated as non-responsive and rejected *except for those firms who are eligible for exemptions as per existing rules.*
16. The bidder must include a print out of this tender document duly signed and stamped on all pages together with their bid.

The above documents should be furnished in the technical bid envelope

2.2 Commercial bid

The bidder should submit their financial bid in Envelope 2 as per the price schedule format given in Section 5 in page 12 of this document. The rate should be quoted both in words and figures. All the pages of the financial bid should be signed affixing the seal. All corrections and overwriting should be initialed. This envelope should be duly superscribed as Envelope No. 2 : Financial bid. Full name and address of the agency should also be mentioned on the envelope and should be addressed to The Director, NITK, Surathkal.

2.3 How to Submit

Both the Envelope No. 1 and 2 should be kept in another separate envelope duly superscribed with the following details.

1. Tender Notification Number : NITK/UPSBatt/doc4 dated 14-6-2019

2. ITEM:UPS-BATTERIES 12V,120 AH, C-10 ,QUANTITY:50 NOS
3. Not to Open before on or before 8-7-2019, 4 PM

Mention KIND ATTENTION : CHAIRMAN, CCC PH: 0824 2473057 and submit at the address given in the Notice Inviting Tender.

Last Date for submission of tender : on or before 8-7-2019, 4 PM

Note: NITK Surathkal will not be responsible for non-receipt /non delivery of the bids due to wrong addresses / postal delays / courier delays or any other similar reasons.

3 Important Information to the Bidder

3.1 General Instructions

1. The tender will be acceptable only from the actual firm bidding. In case of any default noted, the EMD will be forfeited even if pre-qualified.
2. Incomplete or conditional tender will be rejected. A bidder must bid for all items specified in the schedule. Partial bidding will be treated as incomplete and will be rejected.
3. Performance Security of 5 % of contract value in terms of Bank Guarantee by scheduled banks shall be given by the successful bidder for two quarters. *The EMD shall be released after receipt of performance security from successful bidder.*
4. Validity of bids: The rate quoted should be valid for 90 days. No claim for escalation of rate will be considered after opening the Tender.
5. Clarification of Tender Document:
A prospective bidder requiring any clarification of the Tender Document may communicate in writing to cccprocurement@nitk.edu.in on or before 20-6-2019. The compiled response if any will be uploaded as an annexe to the notification before the last date. There will not be an in person pre-bid conference. No communication will be entertained after this specified date from the bidders or their principals until the tendering process is completed. Violation of this can result in bid rejection.
6. The Institute may ask for clarifications if any, and the bidders are expected to respond. Lack of response from them will enable the Institute to arrive at its own decision about such bids.
7. Amendment of Tender document: At any time prior to the last date for receipt of bids, Institute reserves the right for any reason whatsoever, whether at its own initiative or in response to a clarification requested by prospective bidder, modify the Tender document by an amendment. Such amendments if any, shall be duly

uploaded to the Institute website. The bidders are hereby advised to watch the Institute website for any such updates.

8. Institute reserves the right to extend the last date for the receipt of bids at its own discretion.
9. The bids shall be written in English language and any information printed in other language shall be accompanied by an English translation, in which case for the purpose of interpretation of the bid , the English translation shall govern.
10. The Institute reserves the right of (i) accepting any bid other than the lowest (ii) rejecting all the bids (iii) accepting or rejecting any Bid, without assigning any reason thereof. No correspondence in this regard will be entertained. The decision of the Institute Purchase Committee shall be final in all matters of tender and purchase.
11. The Institute reserves the right to cancel or reduce the quantity included in the schedule of requirements at any time after acceptance of the tender without a notice. The Contractor/Supplier shall have no claim to any payment of compensation or otherwise whatsoever, on account of any profit or advantage which he might have derived from the execution of the work/supply in full but he did not derive in consequence of the foreclosure of the whole or part of the works/supply.
12. In case of dispute, the matter will be subject to Mangalore Jurisdiction only.
13. The rates quoted shall be all inclusive. However, Service charges and other levies shall be indicated clearly. Service/Sales tax and/ or other duties legally leviable and intended to be claimed should be distinctly shown in the tender.
14. The Financial bid shall be in general in the format of Price Schedule (section 5 in 12) given in this document.
15. Details of services expected , approximate quantity and other details are mentioned elsewhere in this document.
16. GST Registration Number and its validity should be indicated. Documentary evidences be supplied/ attached to the tender documents.
17. The bidder should not have been blacklisted with any of the Central Government Department and any State Department / PSU / Banks & Financial institutions on account of corrupt or fraudulent practices. Such blacklisting if any, if discovered, shall be a disqualification and shall result in the tender being rejected irrespective of the processing status of the tenders.
18. Important points about bid evaluation:
 - a) Conditional bids shall be summarily rejected.

- b) The bids will be examined to determine whether they are complete, whether any computational errors have been made, and whether the bids are generally in order.
- c) All rates shall be indicated both in words and figures. Where there is difference between the rates quoted in words and figures, rate quoted in words will prevail.
- d) Errors in financial bid will disqualify the bid except when the purchase committee decides to condone such errors by resolving it as given below:
- Arithmetical errors found if any will be rectified on the following basis: If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If the Bidder does not accept the correction of the errors, such bids will be rejected. If there is a discrepancy between words and figures, then amount in words will prevail.
- e) The decision to condone such errors is the prerogative of the purchase committee and no communications shall be entertained in this regard by any of the bidders or their competitors.
- f) The committee can ask for clarifications if any and the bidders may answer them. Lack of response from them will enable the committee to arrive at its own decision about such bids. No further communications shall be permitted.

3.2 Important matters related to Financial Bid

1. The rates should be quoted for preferably FOR destination from supply within India.
2. In case of import both CIF and/ or FOB rate should be quoted. All components of expenditure to arrive at Bangalore need to be explicitly specified.
3. The bidder shall indicate the excise duty exemption for the goods if applicable.
4. The institute is eligible for customs duty exemption.
5. The rate quoted should be on unit basis. Taxes and other charges should be quoted separately, considering exemptions if any.
6. Rates quoted should be inclusive of Testing, commissioning and Installation of equipment.
7. Payment: No advance payment will be made. Payment will be made only after the supply of the item in good and satisfactory condition.

8. Guarantee and Warranty period should be specified for the complete period conforming to the relevant sections of this tender document.
9. Time of supply and installation of items should be specified conforming to the relevant sections of this tender document.
10. In case of dispute, the matter will be subject to Mangalore Jurisdiction only.

3.3 Eligibility Criteria

To be eligible, a bidder has to meet the following criteria.

1. The bidder should have experience of at least 5 years in the relevant field.
2. The bidder should have supplied similar items to NITs , IITs , IIMs or other major institutions.
3. Bidder should have been a profit making organization in each of the last 3 years. Extract of the audited balance sheet for the last three years is required to be submitted with the technical bid with the relevant information highlighted.
4. An affidavit in stamp paper (Rs 100) is to be submitted by the bidder that they have not been black listed by any Govt./Semi Govt. organization or department.
5. The bidder will have to submit valid GST registration certificate.
6. The bidder will have to arrange for all the testing equipment & tools required for installation, testing & maintenance etc.
7. The bidder should supply a list of customers where they have carried out projects of this nature. Documentary proof in this regard should be submitted.

4 Schedule of Requirements, Specifications and Allied Details

Item(s) Name to be Procured	UPS-Batteries 12V,120 Ah, C-10
Type	Batteries for UPS with Buyback
Specifications of the Item(s)	Please see the details listed below
Quantity	50 Nos
Any other details/requirement	As specified in the details listed below
Delivery Schedule expected after release of Purchase/Work order (in Weeks)	Within one week
EMD (in Rupees)	Rs 9800 (2% of Estimated cost)
Performance Security to be given by Successful Bidder after release of Purchase Order (in Rupees)	5% of the Total contract value excluding the Service Taxes in the Purchase Order

Specifications:

- Branded Tubular 12V, 120Ah @ C-10 Low Maintenance Battery.
- Five years full warranty (pro-rata warranty shall not be considered).
- A Lab test report or certificate from Central Power Research Lab, Government of India must be furnished,
- Must be manufactured in ISO 9001, ISO14001 and OHSAS 18001 certified factory; A certificate to that effect must be furnished.
- Tubular batteries must conform to IS 13369:1992 with Amendments , Documentary evidence to be furnished.
- Buyback value of Southern Tubular batteries : 130 Ah, C20 : 30 Nos and 100Ah, C20 : 20 Nos must be furnished.

Quantity : 50 Nos

5 Price Schedule

(The bidder must submit the bid in the general format shown below)

Sl.No	Item	Qty	Rate	Total	Tax	Total
1	120Ah, C-10 Branded battery	50				
2	Buyback : ST 130Ah, C20	30				
3	Buyback : ST 100Ah, C20	20				
4	Net Price					
5	Other Charges if any (lumpsum)					
6	G. Total					

1. Warranty : Five years from the date of installation.
2. Name and address of the Firm for placing purchase order (Must include Contact Person's name, Email and Phone number).
3. Details
 - Signature of the Bidder :
 - Name and Designation :
 - Business Address :
 - Seal of the Bidder's Firm
 - Place:
 - Date :

END OF DOCUMENT. Go Back to Section 1 , page 3.