

Tender: Premises/HDCCB/UPS- 2021-22

Date: 05/10/2021



GRAMS: "HYCOC BANK"

E-Mail: hyd_dccbak@yahoo.co.in

THE HYDERABAD (RR) DISTRICT CO-OP. CENTRAL BANK LTD.

Estd.: 20.12.1957 (Andhra Pradesh State Govt. Partnered Bank) R.No.: 21603

Head Office, Station Road, Nampally, HYDERABAD - 500 001.

Phone Nos.: 6675 8303/04/05/06/08/09 & 6675 6508; Fax No.: 6675 8304/6682 3910.

REQUEST FOR PROPOSAL

**Invitation of Bids for Supply, Installation and Maintenance of
Uninterrupted Power Supply Systems and Consumables**



GRAMS: "HYCOC BANK"

E-Mail: hyd_dccb@yaho.co.in

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Tender: Premises/HDCCB/UPS- 2021-2022

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Bids are invited through two bid system for "**Invitation of Bids for Supply, Installation and Maintenance of UPS with batteries in The Hyderabad DCCB Bank Ltd.**" The details of tender are as under.

| S. No. | Name of Work | Quantity(Rate Contract) Approx |
|--------|--|-----------------------------------|
| 1 | 3 KVA Double conversion Online UPS with 120 Min Backup | 25 |
| 2 | Exide/ Quanta Batteries | 25*8 |

1. The tender documents are available on our website <https://www.hyderabadccb.org> (for reference only) and same can be downloaded.

INDICATIVE CRITICAL DATE SHEET

| | |
|-------------------------------------|--|
| Application fee (INR) | Rs. 10,000/- (Rupees Ten Thousand Only) |
| EMD | Rs.1,00,000/- (Rupees one Thousand Only) |
| Bid Document Download Start Date | 05/10/2021 (05:00 PM) |
| Bid Submission Start Date | 05.10.2021 (05:00 PM) |
| Bid Submission End Date | 16.10.2021 (04:00 PM) |
| Point of Contact for Bid Submission | Deputy General Manager(Premises) The Hyderabad District Cooperative Central Bank Ltd. Door No.5-4-448 Fateh Sultan Lane, Nampally Station Road, Hyderabad, Ph: Phone Number:9848544237,9100073218 |
| Email Address for Tender Submission | dgm2.hyd@hyddccb.org |
| Technical Clarifications | Mr. Ch Rajasekhar Head- IT Infrastructure & Information Security rajasekhar@tscab.org +91 9966639111 |

3. Online Bids shall be submitted only at the Hyderabad DCCB communication address. Tenderers/Contractors are advised to follow the instructions provided on indicative critical data sheet.

4. Not more than one tender shall be submitted by one contractor or contractors having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e. when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.

5. Tenderer who has downloaded the tender from the **Hyderabad DCCB web site** <https://www.hyderabadccb.org> (for reference only) **shall not modify the tender form including downloaded price bid template in any manner**. In case if the same is found to be tampered/ modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with DCCB.

6. Intending tenderers are advised to visit again DCCB website <https://www.hyderabadccb.org> at least 1 days prior to closing date of submission of tender for any corrigendum / addendum/ amendment.

APPLICATION FEE Payment & Tender cost

1. Tenderers are advised to transfer the application fee through NEFT mode to the below mentioned beneficiary

- a) **Name: ADMINISTRATION SECTION HDCC BANK LTD FOR NEFT**
- b) **Account Number:150120010005293**
- c) **IFSC Code: TSAB0015001**
- d) **Bank: The Hyderabad District Cooperative Central Bank Ltd.**

2. Date/time of opening bids will be communicated to the Bidders.

Submission of Tender

Technical bid and financial bid should be submitted separately. Both the documents shall be Password protected and are to be sent to the mail "**dgm2.hyd@hyddccb.org**".

All the pages of bid being submitted must be sequentially numbered by the bidder irrespective of nature of content of the documents before submitting.

The offers submitted by Telegram/Fax shall not be considered. No correspondence will be entertained in this matter.

SEARCHING FOR TENDER DOCUMENTS

- 1) Bidders can log on to the Hyderabad DCCB portal and search for tenders under Notification tab.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules.
- 3) The bidder should make a note of the point of contact assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/ schedule.

SUBMISSION OF BIDS

- 1) Bidder should submit well in advance for bid submission so that they so that they can avoid last minute hurry. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to sign and put seal on the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be enclosed with tender.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the technical clarifications should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

REQUEST FOR PROPOSAL

Objective:

This RFP (Request for Proposal) is issued as a request for "Selection of an agency for **Supply, Installation and Maintenance of UPS with Batteries in The Hyderabad DCCB.**

1. THE DCCB – The Hyderabad DCCB

The Chief Executive Officer (CEO), The Hyderabad DCCB, HO-500001 invites online Tenders with Encrypted in two bid system (Technical & Commercial) for Supply, Installation and Maintenance of UPS with Batteries in The Hyderabad DCCB of Both the documents should be Encrypted(Password Protected) and super scribed "**Supply, Installation and Maintenance of UPS with Batteries in The Hyderabad DCCB**".

2. DEFINITIONS

"Applicable Law" - means all relevant laws in force and effect as of date hereof and which may be promulgated or brought into force and effect hereinafter in India, including judgments, decrees, injunctions, writs or orders of court, as may be in force and effect during the subsistence of this Tender Document.

"Bid Document" - shall mean the document submitted by the bidder, pursuant to understanding and agreeing with the terms and conditions set out in this Tender Document.

"The Hyderabad DCCB"- The Hyderabad District Cooperative Central Bank Limited.

3. DISCLAIMER

The information contained in this bid document or subsequently provided to Bidder(s), whether verbally or in documentary or any other form by or on behalf of the Hyderabad DCCB is provided to Investors/Bidder(s) on the terms and conditions set out in this document and such other terms and conditions subject to which such information is provided. By acceptance of this tender document, the recipient further agrees that this tender

document may not be distributed, reproduced or used for any other purpose than selection of a company for “*Supply, Installation and Maintenance of Batteries in the Hyderabad DCCB*”.

The recipient agrees that it will cause its Directors, Partners, officers, employees and representatives and any other parties who provide services to the recipient to use the tender document for the purposes in the manner stated above. The Hyderabad DCCB does not make any representation or warranty expressed or implied, as to the accuracy, authenticity, timeliness and/or completeness of the information contained in this tender document. Each Bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this tender document.

The Hyderabad DCCB also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder upon the statements contained in this tender document. The Hyderabad DCCB may in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this tender document. The issue of this tender document does not imply that The Hyderabad DCCB is bound to select a Bidder and The Hyderabad DCCB reserves the right to reject all or any of the Bidders or Bids without assigning any reason whatsoever.

4. INTERPRETATION

In this Tender Document, unless the context otherwise requires,

(a) For the purpose of this Tender Document, where the context so admits:

(i) The singular shall be deemed to include the plural and vice versa and versa.

(ii) Masculine gender shall be deemed to include the feminine gender and References to a “person” if any shall, where the context so admits, include references to natural persons, partnership firms, companies, bodies, corporate and associations, whether incorporated or not or any other organization or entity including any governmental or political subdivision, ministry, department or agency thereof;

(c) References to Clauses, Recitals or Schedules are references to clauses and recitals of and schedules to the Contract and the Tender Document. The Schedules, annexure and addendums shall form an integral part of this Contract.

(d) Any reference herein to a statutory provision shall include such provision, as is in force for the time being and as from time to time, amended or re-enacted in so far as such amendment or re-enactment is capable of applying to any transactions covered by this Contract. Any references to an enactment include references to any subordinate legislation made under that enactment and any amendment to, or replacement of, that enactment or subordinate legislation. Any references to a rule or procedure include references to any amendment or replacement of that rule or procedure.

(e) The headings and sub-headings are inserted for convenience only and shall Document. References to the word “include” and “including” shall be construed without limitation. Any reference today shall mean a reference to a calendar day including Saturday and Sunday.

5. DUE DILIGENCE

The Bidder is expected to and shall be deemed to have examined all instructions, forms, terms and specifications in this Tender Document. The Bid should be precise, complete and in the prescribed format as per the requirement of the Tender Document. Failure to furnish all information required by the Tender Document or submission of a bid not responsive to the Tender Document in every respect will be at the bidder’s risk and may result in rejection of the bid. The Hyderabad DCCB shall at its sole discretion be entitled to determine the adequacy /sufficiency of the information provided by the bidder.

6. COST OF BIDDING

The Bidder shall bear all costs associated with the preparation and submission of its bid and the Hyderabad DCCB shall in no event or circumstance be held responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

7. CLARIFICATION ON BID DOCUMENTS

All prospective bidders requiring any clarification on the bid documents may request/forward their clarifications/queries to the Point of contact of The Hyderabad DCCB, before the last date of seeking clarifications. Copies of consolidated queries of bidders and response of The Hyderabad DCCB will be issued by the Hyderabad DCCB as addendum in the website, only if the clarifications requested for, are considered appropriate by the Hyderabad DCCB.

8. ELIGIBILITY CRITERIA

| S. No. | Criteria | Required Documents |
|--------|---|---|
| 1. | The bidder should be a company Registered in India under the Indian Companies Act 1956/2013 or a partnership or a society constituted under the Societies Registration Act 1860 or sole proprietor firm with their registered office in India for the last five years as on 31st March, 2021. | Copy of valid Certificate of Registration, partnership deed etc. attested by Company Secretary/ authorized signatory should be submitted by the bidder. Copy of PAN card attested by authorized signatory should be submitted by the bidder. |
| 2. | The bidder should have valid TIN/ Services Tax/GSTN registration. | Copy of valid Certificate of registration attested by authorized signatory should be submitted by the bidder. |
| 3. | The bidder / OEM s h o u l d have a technical support office in operation in Hyderabad/Telangana and support centers manned with qualified staff. | Copy of address proof of office premises in Hyderabad/Telangana attested by authorized signatory should be submitted by the bidder. The bidder which is not having a toll free number may provide an undertaking on its letter head duly signed by the authorized signatory to the effect that the same shall be obtained immediately in case the bidder is declared L1 and awarded the contract. |
| 4. | The bidder should not be barred or black-listed by any central/ state govt. departments/ organizations/ PSUs for any reason on the date of bid submission. | As self-declaration certificate from the Authorized signatory should be submitted by the bidder. |
| 5. | The bidder should have a minimum average annual turnover of Rs. 5 Crores in last three financial Years. | Attested audited copies of bidder's annual reports for the last three financial years along with a certificate from a practicing Chartered Accountant on his letter head confirming annual turnover & average annual turnover during these financial years should be submitted by the bidder. |
| 6. | Letter of authorization from the OEM for bidder to bid against this tender specifically. | Letter from OEM [Strictly as per the Annexure mentioned Below Format] |

| | | |
|----|--|--|
| 7 | Bidder / OEM Should be an ISO 9001: 2015 Certified Company | ISO Certification Should Submit |
| 8. | APPLICATION FEE Rs. 10,000/- (Rupees ten thousand only) | Tenderers are advised to transfer the application fee through NEFT mode to the above mentioned beneficiary |

| OEM ELIGIBILITY CRITERIA - | | |
|-----------------------------------|------------------------|---|
| 1 | Manufacturer | The OEM should be a manufacturer of UPS Systems for the last 8 financial years as on 31.03.2021. |
| 2 | Manufacturing facility | Manufacture should have manufacturing facility in India and details of manufacturing facility should be provided in detail. |
| 4 | Turn Over | The OEM should have an annual turnover of Rs.25 Crores & above in UPS Business and batteries for the last 3 financial years (i.e 2018-19, 2019-20, 2020-21). |
| 5 | Experience Criteria | The Bidder or its OEM should have regularly, manufactured and supplied same Products to any Central /State Govt Organization / PSU / Public Listed Company/ Banks for last 3 years. |
| 6 | SLA | Dedicated / toll Free Telephone No. for Service Support : BIDDER / OEM must have Dedicated / toll Free Telephone No. for Service Support. |
| 7 | | Escalation Matrix For Service Support: Bidder / OEM must provide Escalation Matrix of Telephone Numbers for Service Support. |
| 8 | | The OEM should have Service Engineers with minimum of 20 Nos. |
| 9 | | The OEM should have in their own direct Service Centres of minimum 6 at Telangana with GST No. to attend the compliants at The Hyderabad DCCB districts i.e.,Hyderabad, Ranga reddy, Vikarabad and Medchal districts. |
| 10 | Approved Brands | Numeric/APC/Emerson/Eaton/GE/Console |

Note: Bid without a valid APPLICATION FEE will be rejected outright.

9. SPECIAL TERMS AND CONDITIONS

- The Hyderabad DCCB shall reserve the right to verify the operation and performance of project by the bidder and the bidder shall permit The Hyderabad DCCB to do so. The Hyderabad DCCB will evaluate the information submitted by the bidder with regard to bidder's capacity. The bidder cannot subcontract the work at any stage without prior written approval from the Hyderabad DCCB.
- For any delay in delivery and installation, the Bidder will be liable for penalties as follows: i) 1% of the late delivered goods for One week or part thereof; 1.5% for Two weeks or part thereof, 2% for Three weeks. ii) If any delay is for more than 30 days, The Hyderabad DCCB will reserve the right to cancel the order without giving any notice.

- The job would be awarded to the L1 bidder, whosoever declared as L1 bidder, as per the criteria defined in the item rate BoQ/tender document.
- Rates quoted in the item rate BoQ should be valid for the complete contract period as no changes in the price bid would be considered at a later stage.
- The bidder cannot make any amendment in the Technical Bid /Commercial Bid; neither can he impose any condition. All such bids will be rejected at the discretion of The Hyderabad DCCB.
- The rates quoted in the price bid will be inclusive of all taxes, (except Service Tax and/), fees, levies etc.
- The agency will submit the invoice supported by complete description of work and rate payable as per job order. Further the invoice should also be supported with detail of documents serial/date wise, with hard/soft copies without duplication containing exact number of pages.
- The invoice should contain PAN No., GST No., Job Order no. and address of the bidder when the payment has to be made.
- **Response time:** The response time of bidder to attend any complaint upon receipt of the complaint/ information from the user should not be more than twenty-four hours.
- **10. PROCESSING FEE**
 - i. The Application FEE is non-refundable.
 - ii. The EMD FEE is non-interest bearing.
 - iii. The successful bidders' EMD will be discharged upon expiry of "Offer Validity Period" or upon receiving of Performance Guarantee. EMD of unsuccessful bidders shall be refunded after finalization of Tender.
 - iv. The EMD will be forfeited: If a bidder withdraws his bid during the period of validity. Or in case of a successful bidder, if the bidder fails to sign the contract in accordance with terms and conditions.

11. UNDERTAKING

An undertaking from the Bidder stating the compliance with all the conditions of the Contract and Technical Specifications of the Bidding Document will be required, since no deviation will be acceptable to The Hyderabad DCCB.

12. BID PRICES

- i) The price i.e. offer must be made by the intending bidder covering all important points mentioned in the bid format. The financial offer may be submitted keeping in view the terms and conditions of this bid document and site conditions. **(Prices quoted in the Financial Bid shall be on rate contract for a period of atleast One Year).**
- ii) The bidder shall include payment of all dues such as taxes & other statutory dues, not specifically mentioned in the specification but essential for successful completion of work. The bidder shall not be eligible for any extra charges in respect of such payments. Though not mentioned in the bid document extra charges if any shall be paid by the bidder only.
- iii) All liabilities, whatsoever, on account of copy rights or any other reason, if any, shall be borne by the bidder.

13. PERIOD OF VALIDITY OF BID

- i) **Validity Period:**

Online Bids shall remain valid for 180 days after the date of bid opening prescribed by The Hyderabad DCCB; The Hyderabad DCCB holds the right to reject a bid valid for a period shorter than 180 days as non-responsive, without any correspondence.

ii) Extension of Period of Validity

In exceptional circumstances, The Hyderabad DCCB may solicit the Bidder's consent to an extension of the period of validity. The request and the response thereto shall be made in writing. Extension of validity period by the Bidder shall be unconditional. A Bidder granting extension of validity will not be permitted to modify his technical or commercial bid.

iii) Amendment of RFP

At any time prior to the deadline for submission of proposal, The Hyderabad DCCB may, for any reason, whether at its own initiative or in response to clarifications requested by an Applicant, modify the RFP document and it will be notified.

14. MODIFICATIONS/ SUBSTITUTIONS/ WITHDRAWAL OF PROPOSALS

No proposal shall be modified, substituted, withdrawn by the applicant after the proposal due date. Any alteration / modification in the proposal or additional information or material supplied subsequent to the proposal due date, unless the same has been expressly sought for by the authority, shall be disregarded.

15. ACCEPTANCE & WITHDRAWALS

The right of final acceptance of the tender is entirely vested with The Hyderabad DCCB who reserves the right to accept or reject any or all of the tenders in full or in parts without assigning any reason whatsoever. There is no obligation on the part of The Hyderabad DCCB to communicate with rejected Bidders. After acceptance of the tender by The Hyderabad DCCB, the Bidder shall have no right to withdraw his tender, or claim higher price.

16. The Hyderabad DCCB DECISION TO BE FINAL

The final decision would be based on the technical capacity and pricing. The Hyderabad DCCB does not bind itself in selecting the firm offering lowest prices alone. The tender shall be submitted neatly and all corrections, over-typing shall be attested with seal and full signature. The Hyderabad DCCB reserves the right to not to accept lowest price, to reject any or all the tenders without assigning any reason. Tendering/Subsequent award of job shall not in any way entitle the vendor to have any exclusive rights and privileges.

17. AWARD CRITERIA

I. Preliminary Scrutiny: The Hyderabad DCCB will scrutinize the offers to determine whether they are complete, whether any errors have been made in the offer, whether required technical documentation has been furnished, whether the documents have been properly signed, and whether items are quoted as per the schedule. The Hyderabad DCCB may, at its discretion, waive any minor nonconformity or any minor irregularity in an offer. This shall be binding on all Bidders and The Hyderabad DCCB reserves the right for such waivers.

II. The quote received will be first evaluated for completeness and responsiveness. Only those bids which are found to be responsive, will be considered for technical evaluation, those bids which are technically qualified will be considered for financial bid opening. Non-responsive/Non-complete bids shall be summarily rejected and no communication of the same will be obligatory on the part of The Hyderabad DCCB.

III. Technically qualified bid, whose quote is lowest among the bidders, shall be declared as L1.

IV. Apart from the L1 bidder, technically qualified Bidders who have quoted for the same product, as that of L1 bidder, shall be empanelled/eligible to supply the products at the price of “L1” declared by the Bank.
 V. Empanelled bidders shall get the Purchase Order from each DCCB level at their respective required quantity under the same terms and conditions as per the RFP document.

18. PERFORMANCE SECURITY

Within seven (7) days of the receipt of Notification of Award / Letter of Intent from the Purchaser, the successful bidder shall furnish the Performance Security of the value of 10% of the total contract value in the form of NEFT mode to the above mentioned beneficiary

This Performance Security shall be non-interest bearing and shall be refunded preferably within 90 days from the end date of the contractual period, subject to it not being forfeited in full or deducted in parts or full on account of any penalty imposition by The Hyderabad DCCB.

19. PAYMENT TERMS & PERIOD OF CONTRACT

1. The Hyderabad DCCB shall pay fixed charges, on mutually agreed basis for the contracted services rendered.
2. No extra boarding, lodging, TA, DA or any other expenses shall be paid by The Hyderabad DCCB for providing services.
3. Payments will be made as per the below schedule:

| S. No. | Activity | Payment (%) to be released |
|--------|---|----------------------------|
| 1. | delivery & successful installation of systems | 80% |
| 2 | amount will be released after obtaining acceptance certification from competitive authority(Decided by the Bank) after installation. | 10% |
| 3 | 10% of the equipment value will be kept as performance guarantee for a period of 180 days or released only after submission of the bank guarantee for the equal amount. | 10% |

Maintenance period/Contract shall start from the formal acceptance date of product by The Hyderabad DCCB. A formal letter/communication in this regard shall be issued by The Hyderabad DCCB to the vendor.

4. The Hyderabad DCCB shall deduct any dues, such as TDS etc. while making payments.

20. LIQUIDATED DAMAGES

Failure to install and commission the products in the stipulated period of Ninety (90) Days from the date of purchase order will result in imposition of penalty of 0.5% of the total contract value for a maximum of one week of delay and 02% of the total contract value per week for a maximum of another one week of delay. Delay beyond four (4) weeks may attract forfeiture of the Performance Security/ APPLICATION FEE and cancellation of contract, at the discretion of The Hyderabad DCCB.

21. TAXES AND DUTIES

The prices (including all taxes, duties, etc. but excluding Service tax and/or GST) quoted in the bid shall hold good and shall be binding on the bidder, notwithstanding any increase in the prices of materials and labor or in the freights or levy of other charges whatsoever and the bidder shall not be entitled to claim any increase over the rates quoted by him during the period of currency of the contract except taxes and duties as introduced /

modified by Govt. from time to time if any within the period from last date of bid submission to the original completion date of the Contract. Reimbursement of any new tax or variation of existing tax, introduced during last date of bid submission to the original completion date of the Contract shall be paid in actual on submission of documentary evidence.

The extended period of Contract for the purpose shall only be considered on merit.

22. NOTIFICATION OF AWARD & SIGNING OF CONTRACT WITH PURCHASER

The Bidder whose Bid has been accepted shall be notified of the award by The Hyderabad DCCB, by registered letter or by official mail. The Bidder shall acknowledge in writing, the receipt of the Letter of Indenter Notification of award of work and shall send his acceptance to enter into the Contract within three (3) days from the receipt of the Letter of Intent notification of work award. Bidder shall also enter into the agreement with The Hyderabad DCCB within 7 days of acceptance.

23. EXPENSES FOR THE CONTRACT

All incidental expenses of the execution of the contract/ agreement shall be borne solely by the successful bidder and such amount shall not be refunded to the successful bidder by the Hyderabad DCCB.

24. FAILURE TO ABIDE BY THE CONTRACT

The conditions stipulated in the contract shall be strictly adhered to and violation of any of these conditions shall entail immediate termination of the contract without prejudice to the rights of the Hyderabad DCCB.

25. TERMINATION FOR DEFAULT

The Bank may, without prejudice to any other remedy for breach of contract, by written notice of default, sent to the contractor, terminate this contract in whole.

- a) If the contractor fails to deliver any or all of the goods and perform services within the time period(s) specified in the contract, or any extension thereof granted by the company.
- b) if the contractor fails to perform any obligation(s) under the contract .
- c) if the contractor, in either of the above circumstances, does not remedy his failure within a period of 15 days (or such longer period as the purchaser may authorize in writing) after receipt of the default notice from the Bank.

26. GOVERNING LAW

The laws of Republic of India shall govern the Tender Document and the Contract.

27. SUBMISSION OF BIDS

Bid should be submitted as follows:

- Technical Bid
 - Encrypted Documents to Mail ID "dgm2.hyd@hyddccb.org"
- Commercial Bid
 - Price bid undertaking
 - Schedule of price bid in the form of proposal/Commercials
 - Encrypted Documents to Mail ID "dgm2.hyd@hyddccb.org"

- Bidder who has downloaded the tender from the T h e H y d e r a b a d DCCB Website and shall not tamper/modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD FEE would be forfeited and bidder is liable to be banned from doing business with The Hyderabad DCCB.
- Bidders are advised to visit again The Hyderabad DCCB website at least 1 day prior to closing date of submission of tender for any corrigendum / addendum/ amendment.
- The offers submitted by Telegram/Fax shall not be considered. No correspondence will be entertained in this matter.
- **A copy of Application Fee with Transaction details must be attached along with documents.**
- The Encrypted Documents duly signed, stamped, Scanned and Uploaded should be submitted on or before **4.00 PM on 16.10.2021** to the Mail ID mentioned above.

29. VALIDATION OF INTERLINEATIONS IN BID

Any interlineations, erasures, alterations, additions or overwriting shall be valid only if the person or persons signing the bid have authenticated the same with signature.

30. RESPONSIBILITY OF BIDDER

If the Documents submitted through mail not password protected, The Hyderabad DCCB will assume no responsibility for the Bid's misplacement or premature opening.

31. REJECTION OF BID

The Bid Document shall be submitted in the form of Encrypted document(Password Protected). Bids submitted by Telephone, fax would not be entertained. Any condition put forth by the bidder not conforming to the bid requirements shall not be entertained at all and such bid shall be rejected.

32. LATE BIDS

Any bid received by The Hyderabad DCCB after the deadline for submission of bids prescribed by The Hyderabad DCCB, will be summarily rejected and returned unopened to the Bidder. The Hyderabad DCCB shall not be responsible for any non-receipt / non-delivery of the documents. No further correspondence on this subject will be entertained.

33. ANNOUNCEMENT OF BIDS

The Bidder's names, bid modifications or withdrawals and the presence or absence of requisite bid security and such other details will be announced at the time of opening. No bid shall be rejected at bid opening, except for late bids.

34. BIDS NOT CONSIDERED FOR EVALUATION

Bids those are rejected during the bid evaluation process shall not be considered for further evaluation, irrespective of the circumstances.

35. OPENING OF COMMERCIAL BIDS

After technical evaluation of the qualified successful bidders of Commercial Bids will be opened and compared at the specified date and time. The name of Bidder, bid prices, total amount of each Bid, etc. shall be announced by the H y d e r a b a d DCCB at the Commercial Bid opening.

36. CLARIFICATION OF BIDS

To assist in the evaluation, comparison and an examination of bids, The Hyderabad DCCB may, at its sole discretion, ask the Bidder for a clarification of its bid including breakup of rates. The request for clarification and the response shall be in writing. If the response to the clarification is not received before the expiration of deadline prescribed in the request, The Hyderabad DCCB reserves the right to make its own reasonable assumptions at the total risk and cost of the bidder.

37. COMPLETENESS OF BIDS

The Hyderabad DCCB will examine the bids to determine whether they are complete, whether they meet all the conditions of the Tender Document and Technical Specifications, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed and whether the Bid Documents are substantially responsive to the requirements of the Tender Document.

38. RECTIFICATION OF ERRORS

Arithmetical errors will be rectified on the following basis: - If there is a discrepancy between the rates in words and figures, the rate in words will govern. If the bidder does not accept the correction of errors, his bid will be rejected and his EMD FEE may be forfeited.

39. REJECTION OF BID

A bid that does not meet all pre-qualification criteria or is not responsive shall be rejected by The Hyderabad DCCB and may not subsequently be made responsive by correction or withdrawal of the non-conforming deviation or reservation by the bidder.

40. Annual Maintenance Contract

Annual Maintenance atleast 2 years should be there and there after upon mutual agreement Bank will decide to continue.

Thanking you

**SD/-
Deputy General Manager (Premises)
The Hyderabad District Cooperative Central Bank Limited**

3 KVA Online Specifications

| UPS 3 KVA with 120 min Backup as per load | | | |
|---|--|---|-----------------------------|
| S.No | Item/Category | Minimum specification Required | Compliance by Bidder Yes/NO |
| 1 | Approved Brands for UPS (To be specified by the Bidder) | Numeric/APC/Emerson/Eaton/GE/Console | |
| 2 | UPS | 3KVA On line UPS with Inbuilt Isolation transformer and static bypass switch suitable for single phase AC input and single phase AC Output, Floor Mounted Type. | |
| 3 | Technology | True on Line UPS with double conversion, APFC IGBT (for both Rectifier and Inverter) based UPS | |
| 4 | Output Capacity (KVA) Output Capacity (KW) | 3 KVA 2.4 KW | |
| 5 | DC Bus Voltage | 96VDC | |
| 6 | Input line Low/High Transfer | 175 VAC to 300 VAC at 100% load 120 VAC to 300 VAC at 60% load | |
| 7 | Input Frequency Range | 45 to 70 Hz | |
| 8 | Input Power Factor | ≥ 0.99 | |
| 9 | Output voltage | 230VAC single phase +/-1% at full load | |
| 10 | Output Frequency (free Running) | 50Hz +/-0.5% | |
| 11 | Output Wave form | Pure sinusoidal Wave | |
| 12 | Output Harmonic Distortion | $\leq 2\%$ for 100% (Linear Load) $\leq 5\%$ for 100% (non Linear Load) | |
| 13 | Output Power Factor | 0.8 | |
| 14 | Output Crest Factor | Minimum 3:1 at full load | |
| 15 | Overall efficiency of UPS at normal mode | $>84\%$ rated load linear & nonlinear load | |
| 16 | Invertor Overload Capacity | 130% of overload for 60 Seconds 110% of over load for 10 minutes. | |
| 17 | Automatic Bypass Switch (Bi-directional) for all ratings | Should be provided and should take care of 100% load transfer. | |
| 18 | UPS Shutdown | UPS should shutdown with an alarm & indication on | |
| 19 | Cooling system of UPS | Forced Air | |
| 20 | UPS Operating Temperature (Environment) | 0 ~ 40°C Relative Humidity : 5 ~ 95% (noncondensing) | |

| | | | |
|---|---|--|--|
| 21 | Protection | Electronics protection for device safety Soft starts rectifier and inverter, battery current Limiting, overload protection and output short circuit Protection. | |
| 22 | Indication/LCD Display | Mains ON, Inverter ON Battery On charge, Mains Over/Under Voltage, Mains fail, Low battery, DC Over/Under Voltage, Inverter Overload, Load on inverter, Bypass on, Battery run time | |
| 23 | Metering | DC voltage, Input Voltage, Output Voltage & Output load level in %. | |
| 24 | Audible Alarm | Main Failure, Low Battery, on bypass, Overload | |
| 25 | Manufacturer | Manufacturer should be ISO 9001:2015,ISO 14001 certified & BIS certificate to be produced for offered Models of 3KVA online UPS safety with BIS R-no. & UPS MODEL no. should be specified. | |
| 26 | Battery Type & AH | Backup by using minimum ≥ 4032 VAH SMF batteries (12V 65 AH 8Nos) | |
| 27 | Battery Rack | Aesthetically finished MS Rack to house the Batteries of each UPS. | |
| 28 | Battery Charger | Constant Voltage Constant Current | |
| 29 | Minimum Charger Current | 10% of the Battery AH | |
| 30 | Battery Make | Exide/Quanta | |
| 31 | Battery recharge time(after complete discharge) to 100%charge | Battery recharge time should not exceed 12 hrs | |
| 32 | Onsite Warranty | 5 years for UPS & 2 years for Batteries | |
| 33 | Eligibility Criteria | Manufacturer should have their Own Service centre in all districts in State Of Telangana(Details of engineer name, number & address to be provided) | |
| Certification (Mandatory requirements) | | | |
| 34 | Safety - EN 62040-1 certificate to be produced | Safety - EN 62040-1 certificate to be produced | |
| 35 | EMC/EMI- EN 62040-2 certificate to be produced | EMC/EMI- EN 62040-2 certificate to be produced | |
| 36 | Performance - IEC 62040- 3 certificate to be produced | Performance - IEC 62040-3 certificate to be produced | |
| 37 | Certification -CE , ISO 9001,ISO 14001, & BIS certificate to be produced | Certification -CE , ISO 9001,ISO 14001, & BIS certificate to be produced for 5kVA | |
| 38 a | ISO 45001:2018 certified | ISO 45001:2018 certified | |

| | | | |
|-------------|------------------------|---|--|
| 38 b | PEP Certificate | UPS shall be PEP certified | |
| 39 | Make In India | The product quoted by the bidder / OEM should be manufactured in India for the last three years under 'Made in India' policy as per Gol guidelines. Local content should be as per the Gol guidelines only | |
| 40 | CE | CE (Safety : EN 62040-1, IS 16242-Part 1 & EMC : EN 62040-2) | |

Check List

Compliance/Agreed/Enclosed/ Deviation Statement

The following are the particulars of compliance/deviations from the requirements of the tender specifications.

| Bid document reference | Remarks |
|--|---------|
| 1. Delivery period | |
| 2. Application Fee Details | |
| 3. EMD Fee Details | |
| 4. The Tender Document of all the pages duly signed, stamped, Scanned and Uploaded | |
| 5. General Information of the Bidder in Prescribed Format | |
| 6. Bidder Letter Form in prescribed format | |
| 7. Manufacturer Authorization Form in prescribed format | |
| 8. Declaration Regarding Clean Track Record in prescribed format | |
| 9. Financial Turnover Details in prescribed format | |
| 10. Details of Past Project Experience in prescribed format | |
| 11. Technical specifications compliance | |
| 11. Financial bid format | |
| 12. Any other documents if any | |

The specifications and conditions furnished in the bidding document shall prevail over those of any other document forming a part of our bid, except only to the extent of deviations furnished in this statement.

Place:
Date :

Bidder's signature
and seal

NOTE: For every item appropriate remarks should be indicated like 'no deviation', 'agreed', 'enclosed' etc. as the case may be.

Commercial Bid

Tender: Premises/HDCCB/UPS- 2021-22

Date:

To
The Chief Executive Officer
The Hyderabad District Cooperative Central
Bank Ltd. Door No.5-4-448 Fateh Sultan Lane,
Nampally Station
Road, Hyderabad,
Ph:

Dear Sir

SUB: RFP/Tender Reference: Premises/HDCCB/UPS- 2021-22

1. Supply, Installation of UPS

| Description | Make | Mode I No. | Unit Price(Rs.) | Qty | Taxes | Total Amt(Rs.) |
|--|------|---------------|--------------------|-----|-------|-------------------|
| 3 KVA Online UPS with 120 Min Backup | | | | | | |
| Batteries | | | | | | |
| AMC for 3 kVA UPS for 6 rd Year and 7 th Year | | | | | | |
| AMC for Batteries for 3 rd Year and 4 th Year | | | | | | |

Buy Back of OLD Batteries

| Description | Make | Mode I No. | Unit Price(Rs.) | Qty | Taxes | Total Amt(Rs.) |
|-------------------------|------|---------------|--------------------|-----|-------|-------------------|
| --- AH Battery Buy Back | | | | | | |
| | | | | | | |

Yours Truly

Authorized signatory of bidder

[Seal, Name, Signature and authority]

MANUFACTURER'S AUTHORIZATION FORM

Date:

To
The Chief Executive officer,
The Hyderabad District Cooperative Central
Bank Ltd. Door No.5-4-448 Fateh Sultan Lane,
Nampally Station
Road, Hyderabad,
Ph:

Ref: Tender: Premises/HDCCB/UPS- 2021-22

Sub : Manufacturer Authorization for Tender No.

Dear Sir,

We, < OEM > having our registered office at < OEM address>, are an established manufacturer of < name of quoted item >. We < OEM> solely authorized to quote our product for above mentioned tender.

The authorization should be tender specific may be in the nature of a letter, memorandum or certificate regularly granted by the manufacturer to its channel partners, authorized solution providers, system integrators distributors etc. or a specific letter issued for purposes of this bid. Such communication should include statements / undertakings from the said manufacturer to the following effect.

- Guarantee and warranty coverage in respect of the goods and services manufactured by the said manufacturer shall be honored by that manufacturer, their channel partners, distributors, authorized service centers as the case may be.
- The manufacture updates the bidder and their technical personnel with relevant technical literature, training and skill transfer workshops etc. on a regular basis.
- The manufacture provides back to back technical support to the said bidder on a continuing basis.
- The said bidder is authorized to provide service and solutions using hardware, firmware and/or software as the case may be.

Thanking You

For Name: Designation:

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

General Information of the Bidder

| # | Description | Supporting Documents with page nos. |
|---|---|--|
| 1 | Name of the Company/ Firm | |
| 2 | Date of Incorporation (Registration Number & Registering Authority) PAN No. and GST | ROC, PAN & GST. |
| 3 | Legal Status of the Company in India & Nature of Business in India | Public Ltd Company/ Private/Firm |
| 4 | Address of the Registered Office in India | |
| 5 | Name & e-mail id, Mobile number, of the Contact Person | Name & Designation Mobile: Email: |
| 6 | Web-Site | |
| 7 | Certification Details (if any) | |
| 8 | EMD details | Amount: UTR No. & Date Name of the Bank: |
| 9 | Proof of purchase of bid document | Receipt No: Date of purchase: |

Date

Signature of Bidder & Stamp

Declaration Regarding Clean Track Record

Date:

To
The Chief Executive officer,
The Hyderabad District Cooperative Central
Bank Ltd. Door No.5-4-448 Fateh Sultan Lane,
Nampally Station
Road, Hyderabad,
Telangana –500 001.

Sir,

I have carefully gone through the Terms & Conditions contained in the Tender Document [No.].I hereby declare that my company has not been debarred/ black listed as on Bid calling date by any Central or State Government / Quasi Government Departments or Organizations in India for non-satisfactory past performance, corrupt, fraudulent or any other unethical business practices. I further certify that I am competent officer in my company to make this declaration.

Yours faithfully,
(Signature of the
Bidder) Name &
Designation Seal
Date
Business Address:

1. *Financial TurnoverDetails*

(All values in Rs. Crore)

| Sno | Financial Year | Total turnover of the firm | Net Worth of Company |
|------------|-----------------------|-----------------------------------|-----------------------------|
| | (1) | (2) | (3) |
| 1 | FY.2018-19 | | |
| 2 | FY 2019-20 | | |
| 3 | FY.2020-21 | | |

Note:

1. *Turnover in areas other than mentioned above shall not be considered forevaluation.*
2. *Please attach audited Balance Sheets and IT return statements to confirming the figures mentioned in columns (2).*

2. *Details of Past ProjectExperience*

| Description of Item | Details |
|---|----------------|
| Name of the Client Department | |
| Contact address & details of the department | |
| Value of the Project Rs. | |
| Items supplied in the project | |
| Date of Start of Work (DD/MM/YY) | |
| Date of Completion of Work (DD/MM/YY) | |
| Identified bidder should submit any of the following: i. PO / Work order ii. Work completion certificates / Performance Certificate from client dept. duly signed by the authorized signatory from the Clientend. iii. Work satisfactory certificate from the client dept. | |
| Enclosures submitted: Yes / No | |

Place:
Date :

Bidder's signature
and seal.

Bidder Letter Form

From:
(Registered name and address of the bidder)

To
The Chief Executive officer,
The Hyderabad District Cooperative Central
Bank Ltd. Door No.5-4-448 Fateh Sultan Lane,
Nampally Station
Road, Hyderabad,
Telangana –500 001.

Sir,

Having examined the bidding documents and amendments there on, we the undersigned, offer to provide services/execute the works including supply, delivery installation of hardware, firm wares and software as the case may be, in conformity with the terms and conditions of the bidding document and amendments there on, for the following project in response to your tender call no & dated

.....

We << Name of the Company>> are submitting this bid for items against the tender no-----.

We hereby declare to undertake to provide services/execute the work as per the scope work (supply, installation & maintenance) or its part assigned to us in conformity with the said bidding documents for an amount quoted in financial bid accordance with the schedule of prices attached herewith and coverage options made by The Hyderabad DCCB or its user organization.

If our bid is accepted, we undertake to;

- a. Provide services/execute the work according to the time schedule specified in the bid document,
- b. Obtain the performance guarantee of a bank in accordance with bid requirements for the due performance of the contract, and
- c. Agree to abide by the bid conditions, including pre-bid meeting minutes if any, which remain binding upon us during the entire bid validity period and bid may be accepted any time before the expiration of that period.
- d. Enter into and execute at our cost, when called upon by the purchaser to do so, a contract in the prescribed form.
- e. Unless and until a formal contract is prepared and executed, this bid together with your written acceptance thereof shall constitute a binding contract between us.
- f. You may accept or entrust the entire work to one vendor or divide the work to more than one vendor without assigning any reason or giving any explanation whatsoever. Vendor means the bidder who is decided and declared so after examination of commercial bids.

We understand that you are not bound to accept the lowest or any bid you may receive, nor to give any reason for the rejection of any bid and that you will not defray any expenses incurred by us in bidding.

Date & Place:

Signature of Bidder & Stamp
