

ERNET India

(An Autonomous Scientific Society under Ministry of Electronics & Information Technology, GoI)
5th Floor, Block I, A-Wing, DMRC IT Park, Shastrri Park, Delhi - 110053.

Tender no: EI-D-Tech/51-26/17

Dated: 15.02.2018

Due Date (Bid Submission) :27.02.2018 Time 3.00 P.M.

Due Date (Opening of Bids) : 27.02.2018 Time 3.30 P.M.

To

Subject : Comprehensive Annual Maintenance Contract of 2x20 KVA (1:1) with three phase of Input and one phase of output UPS System –reg.

Sir,

ERNET India, an Autonomous Scientific Society under Ministry of Electronics & Information Technology Govt. of India, is a Class 'A' Internet Service Provider for the Education and Research community in India.

2. ERNET intends to award comprehensive **AMC of 2x20 KVA (1:1) with three phase of Input and one phase of output UPS System PEGASUS make with 4 nos. Battery Banks comprising of 32 nos SMF Battery each Bank.** Therefore, sealed tenders are invited from the reputed authorized representatives for maintenance of equipment detailed at Annexure I. The AMC will be awarded for three years and will be effective from the date of award of AMC. The bidder must quote for 3 years AMC with per year charges. Order will be placed on yearly basis.

The following instructions should be carefully noted:

GENERAL CONDITIONS

1. Bidder should be reputed firm authorized for maintenance of Pegasus Make UPS System .
2. Bidder should have positive balance sheet & should be profit making for the last three years.
3. Bids should be valid for a minimum period of 180 days after the due date.
4. The Bids must reach the undersigned on or before the due date given above. Bids received after the due date & time is liable to be rejected. In the event of due date being a closed holiday or declared Holiday for Central Government offices, the due date for submission of the bids will be the following working day at the appointed time & venue.
5. Envelope should bear the inscription
"Quotation for Comprehensive Annual Maintenance of 2x20 KVA (1:1) with three phase input and one phase output UPS System"
"Tender Enquiry No.: EI-D-Tech/51-26/17"
"Due Date & Time: 27.02.2018 (3.00 PM)"
"Due Date & Time for Opening of Bids: : 27.02.2018 (3.30 PM)"
6. Bids should be submitted in two separate parts i.e. **Part-I (Technical Bid) and Part II (Financial Bid).**

Part A - Technical Bid in one cover, indicating "TECHNICAL BID" should contain:

- (i) Unpriced bill of material quoted by the vendor
- (ii) EARNEST MONEY DEPOSIT (EMD).
- (iii) Tenderer's company profile
- (iv) Contact Details viz. name, email, phone, fax, address for escalation of complaints (escalation matrix)
- (v) Authorization letter for attending the bid opening
- (vi) Copy of the Company Registration/Incorporation, PAN, GST Registration certificate
- (vii) An undertaking must be submitted along with the technical bid as a token of acceptance of all the terms & Conditions of Bid Documents

Part B - Financial Bid in second cover, indicating "FINANCIAL BID "should contain:

i) Price of the items given at Annexure I. Rates/cost to be quoted as per **Annexure-II** only.

Note: All the documents submitted (weather Original or Photocopy) in the bid must be legible & self attested with company seal . Otherwise the bid is likely to be rejected.

Both the covers i.e **Part-I (Technical Bid)** and **Part-II (Financial Bid)** should first be sealed separately, and then both the covers should be kept in a single sealed bigger cover superscripted with "**Bids for Comprehensive Annual Maintenance of 2x20 KVA (1:1) with three phase input and one phase output UPS System.** This cover should be submitted to the "**Registrar & Director (P&A), ERNET India, 5th Floor, Block I, A Wing, DMRC IT Park, Shastri Park, Delhi-110 053**" before due date and time of tender i.e. **xx.02.2018 by 3.00 p.m.** In case of any missing information on the above, the bid is likely to be rejected.

7. Earnest Money Deposit(EMD):

- (a) Bids must be accompanied with EMD of **Rs.20,000/- (Rupees Twenty thousand only)** in the form of Demand Draft/Pay Order/Bank Guarantee of any Nationalized Bank/Scheduled Bank taken in the name of **ERNET India, New Delhi**. Bank Guarantee should be valid for a minimum period of 180 days from the original due date of the quotation.
 - (b) EMD is exempted for NSIC/Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organisation or the concerned Ministry or Department, if the bidder submits valid registration certificate. In lack of the required registration Certificate, firm must submit EMD failing which their bids must be treated as cancelled. **However, there will be no exemption of Performance Security (PBG) to MSEs if contract is awarded to such firm.**
 - (c) Any tender not accompanying EMD or MSME certificate for exemption of EMD in technical part of the bid will be considered non responsive and rejected.
 - (d) Earnest Money is liable to be forfeited and bid is liable to be rejected, if the bidder withdraw or amends, impairs or derogates from the bid in any respect within the period of validity of the bid.
 - (e) The earnest money of all the unsuccessful bidders will be returned after selection of successful L1 bidder. No interest will be payable by the ERNET India on the Earnest Money Deposit.
 - (f) The Earnest Money of successful L1 bidder shall be returned, without any interest whatsoever, after the receipt of Performance Security.
8. The rates should be quoted in Indian Rupees. All prices **exclusive of taxes** shall be fixed and shall not be subject to escalation of any description. The rates must be quoted as per the Performa provided in **Annexure-II**. Price comparison will be made as per items specified in **Annexure - I**.
9. Govt. Levies like GST etc., if any, shall be paid at actual rates applicable on the date of billing. Rates should be quoted accordingly giving the price excluding taxes, if any.
10. Please give the Registration number of the firm along with the GST/LST/CST/WCT No. allotted by the concerned authorities in your quotation.
11. ERNET India reserves the right to accept or reject any bid or cancel the tender proceedings without assigning any reason whatsoever.
12. **Incomplete quotations are liable to be rejected.**
13. Bidder shall sign and stamp all pages of quotation.
14. In case of any discrepancy between rates mentioned in figures and words, the latter shall prevail.
15. ERNET India may waive any minor informality or non-conformity or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.
16. Any attempt of negotiation direct or indirect on the part of the tenderer with the authority to whom he has submitted the tender or authority who is competent finally to accept it after he

has submitted his tender or any endeavor to secure any interest for an actual or prospective tenderer or to influence by any means the acceptance of a particular tender will render the tender liable to be excluded from consideration.

17. Rates quoted by the Bidder shall be final and no negotiation will be held.

18. Scope of Work

Comprehensive AMC will include replacement, repair of the system with original and good quality parts.

Scope of work will also include preventive checks of UPS system and batteries every quarter. During preventive check and maintenance, vendor would be required to take proper shut down and clean the equipment for any dust or residual material in UPS or on batteries.

19. **Performance Security:** The successful bidder shall submit a Performance Security of **20% of the value/cost of the purchase order valid for the duration of 39 months** within 15 days of the placement of purchase order. The Performance Security may be in the form of Demand Draft/Pay Order/Bank Guarantee of any nationalized bank/Scheduled Bank.

i. In case Performance security is in the form of BG then it should be submitted through Structured Financial Messaging System(SFMS) from issuing Bank to our Bank by sending **IFN 760 COV Bank Guarantee Advice Message**. Thereafter only physical Bank Guarantee will be taken as submitted. Details of ERNET's Banl account will be provided in PO/Work order.

ii. Performance Security shall be released immediately after completion of AMC period. No interest will be payable by ERNET India on the Performance Security.

iii. In case firm fails to deliver the services satisfactorily within the AMC period, the Performance Security submitted by the firm is liable to be forfeited.

20. **Payment Term :** Payment will be made after completion of each quarter against certification of satisfactory services during the quarter. Kindly submit a pre-receipted bill in triplicate in the name of ERNET India, 5th Floor, Block 1, A-Wing, DMRC IT Park, Shastri Park, Delhi - 110053

21. **Penalty Clause :** If the firm fails to provide the services within 24 hours of lodging complaint, penalty at the rate of Rs.200/- per day will be charged. ERNET will provide access to the equipment, if required, on holidays. In case ERNET is not able to provide access on holidays, the period will not be counted for penalty.

If the equipment is not repaired within 15 days of lodging complaint, the Annual Maintenance Contract will be cancelled. ERNET will be free to get it repaired from any other source. The expenses of such repair would be adjusted against the pending bills apart from forfeiture of PBG.

Yours faithfully,



(Registrar & CPO)

Annexure I

Bill of material

<u>S.No.</u>	<u>Description</u>	<u>Qty</u>
1.	2x20 KVA (1:1) with three phase of Input and one phase of output UPS System PEGASUS make Model no. PGS-31	02 sets

PRICE SCHEDULE FOR THE ANNUAL MAINTENANCE OF

To,

The Registrar & CPO,
ERNET India
5th Floor, Block 1, A-Wing, DMRC IT Park,
Shastri Park, Delhi - 110053.

Tender No. _____ Date of Opening

We _____ hereby certify that we are authorized agents of
M/s. _____ We hereby offer to provide AMC services of
the following items at the prices and within the period indicated below:

(Commercial Bid Format)

S.No.	Description	Qty.	Total Cost exclusive of taxes(in Rs.)
1.	2x20 KVA (1:1) with three phase input and one phase output UPS System.	02 sets	

It is hereby confirmed that we have understood the terms and conditions of the tender and have thoroughly examined specifications and are thoroughly aware of the nature of services required and our offer is to provide AMC services strictly in accordance with the requirement and terms and conditions of the tender. We agree to abide by the terms and conditions of the tender if the contract is awarded to us.

(Signature and seal of Manufacturer/Bidder)

Dated _____ 2018

