

Tender No. 8-15/2014-Store

TENDER DOCUMENT

**FOR PURCHASE OF
ONLINE UNINTERRUPTIBLE POWER
SUPPLY (UPS) & BUY BACK OF TWO 55KVA
OLD UPS (NELCO BRAND) ALONG WITH
BATTERIES (EXIDE MAKE)**

Date of issue & sale of Tender Document :
15-05-2015 to 08-06-2015 (1200 hours)

Closing date & Time of receipt of Tender :
08-06-2015 (1500 hours)

Opening of Tender :
08-06-2015, 1600 hours



FOREST SURVEY OF INDIA
MINISTRY OF ENVIRONMENT, FORESTS & CLIMATE CHANGE
KAULAGARH ROAD, P.O-IPE DEHRADUN.248195

No. 8-15/2014-Store
Government of India
Forest Survey of India
Kaulagarh Road, P.O.-IPE
Dehradun-248195
FAX: 0135-2759104

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Forwarding Letter
(To be filled in by tendering party)

From _____

To,
The Director General,
Forest Survey of India
Kaulagarh Road, P.O.IPE
Dehradun - 248 195. (U.P.)

Sub : Tender for Online Un interruptible Power Supply (UPS).

Ref : Your Tender notice dated

Sir,

We are submitting herewith our tender for the Online Un interruptible Power Supply (UPS) as specified in the tender notice and as laid down in tender documents.

We have read and understood all the terms and conditions governing the tender. We agree to abide by these terms and conditions.

We are enclosing herewith your receipt No. _____ dt. _____
as a proof of having purchased the non transferable tender document.

Accordingly we are enclosing herewith our Earnest Money Deposit in the form of Bank Guarantee/Bank Draft No. _____ dated _____ for Rs. _____ (in words) Rupees _____ drawn in favour of Assistant Director (Accounts), Forest Survey of India, Dehradun for above mentioned supplies.

We are enclosing as annexures the following documents in fulfillment of the conditions laid down in the tender document.

(Write "Yes" or "No" in boxes)

Annexure

- | | | |
|-----|--|--------------------------|
| 1. | Specific authorisation of original manufacturers for submission of tender | <input type="checkbox"/> |
| 2. | Sales Tax Registration Certificate; | <input type="checkbox"/> |
| 3. | Income Tax Clearance Certificate; | <input type="checkbox"/> |
| 4. | Excise Duty Registration Certificate; | <input type="checkbox"/> |
| 5. | Customs Clearance/Custom Gate Pass; | <input type="checkbox"/> |
| 6. | Undertaking regarding free HW/SW training/ training at cost, with days & services specified. (and cost specified) | <input type="checkbox"/> |
| 7. | Certificate of the original manufactures regarding authorised distributorship/reseller/service provider and having a registered after sales service set up at Dehradun to handle Guarantee & Warranty obligations and after sales services (with officials/residential address and phone nos.) | <input type="checkbox"/> |
| 8. | Detailed and signed list of Guarantee/Warranty services / spares / calls / maintenance covered under warranty (comprehensive /limited etc.) duly & un ambiguously explained; | <input type="checkbox"/> |
| 9. | Complete product Brochures detailing specification etc. in original regarding items tendered for; | <input type="checkbox"/> |
| 10. | List of equipment (nos. etc.) installed at Dehradun and other prestigious institutes in the country by our company; | <input type="checkbox"/> |
| 11. | Company profile; | <input type="checkbox"/> |
| 12. | Audited Annual Report | <input type="checkbox"/> |

All pages of the Tender Document along with the Copy of "Terms & Conditions and additional pages (specify number) contained herewith have been duly signed.

Yours faithfully

Stamp & Signatures of the Authorized Signatory
Name _____
Complete Address _____

Telephone and FAX Nos.
(H.Q.s / Dehradun) : _____

TENDER NOTICE

Sealed Tenders for **‘PURCHASE OF ONLINE UNINTERRUPTIBLE POWER SUPPLY (UPS) and BUY BACK OF TWO 55KVA old UPS (NELCO BRAND) ALONG WITH BATTERIES (Exide Make)’** to be used at Forest Survey of India Kaulagarh Road, Dehradun are invited in two bids viz. **‘Technical Offer’** and **‘Commercial Offer’** in two separate sealed envelopes and should accordingly be superscribed.

Tender document comprising full detail and terms and conditions etc. may be obtained by hand or by post from the Cashier of the FSI on a payment of Rs 100/- (non-refundable) in cash or in shape of demand draft in favour of Assistant Director(Accounts) Forest Survey of India, Kaulagarh Road, P.O. IPE Dehradun 248195 Uttarakhand, or can be downloaded from the websites <http://www.fsi.nic.in>. In case the tender document is downloaded, the tender cost of Rs. 100/- in shape of demand draft should be attached with Technical Bid. The last date of selling the tender document is 08-06-2015 (1200 hours). The last date of submission of tender document is 08-06-2015 (1500 hrs). Technical Bids shall be opened on the same day i.e. 08-06-2015. **The representative should bring the authorization letter from their vendor for attending the tender opening.**

Chapter – 1

ELIGIBILITY CRITERIA FOR TECHNICAL EVALUATION

1. **The specifications of the quoted UPS should be strictly as per FSI tender document and bidder should indicate the compliance (Yes/No) against the items mentioned in the specifications in Chapter-2.**
2. The bidder has to provide tender specific authorization from the OEM to quote for the tender.
3. The bidder should in the trade of selling of UPS for at least three years. Documentary proof viz. work orders, to be attached.
4. The OEM appliance quoted by the bidder, must have regional presence for sales & support for prompt warranty support.
5. Bidder should submit detailed catalogue/literature of the quoted product.
6. **Each tenderer should clearly specify that the tenderer agrees to abide by the conditions of this tender document** on their printed letterhead indicating here on Sales Tax Registration, FAX, Email, Telephone numbers, etc.
7. The Earnest Money Deposit (EMD) of 5000/- (Rupees five thousand only) (Refundable) through Demand Draft from any of the Nationalized/Commercial Scheduled Bank in favour of Assistant Director(Accts.), Forest Survey of India, Kaulagarh Road, P.O. IPE Dehradun – 248195 Uttarakhand (India) should be attached with the Technical Bid.
8. The response time for attending the faults is two hours (maximum) after it is reported to the vendor. The faults should be rectified within 24 hours of reporting, failing which it will arrange standby replacement. Else FSI shall realise a sum equivalent to 1% per day of the order value of the UPS from the date of report of unserviceability to vendor as a penalty by the way of deductions from Security deposit amount.
9. The services to be provided on 24 x 7 basis.

Note: Agencies which do not fulfil any or all of the above technical conditions or incomplete shall be summarily rejected and will not qualify Technically and their financial offer will not be opened by the FSI.

SCOPE OF WORK

INSTALLATION, CONFIGURATION, TESTING, COMMISSIONING AND TRAINING:

The scope of work requires setting up ONLINE UNINTERRUPTIBLE POWER SUPPLY (UPS) resources at FSI .

1. Installation and configuration of 10KVA ONLINE UNINTERRUPTIBLE POWER SUPPLY (UPS)
2. The vendor has to integrate the UPS with the server room without any data loss (*viz* users, groups and web content etc).
3. The configuration of the UPS appliance to derive fullest functionalities mentioned under the heading “**Technical Specifications for Uninterruptible Power Supply**”. Each functionality of the UPS appliance should be demonstrated to FSI.
4. The vendor has to impart training to FSI concerned personnel to configure and administer all the features of the UPS appliance, along with documented manual. The training is to be given at FSI premises.
5. Customization of the solution as per the need of FSI.

Chapter – 2

TECHNICAL SPECIFICATIONS FOR UNINTERRUPTIBLE POWER SUPPLY (UPS)

S.NO.	TECHNICAL SPECIFICATIONS AND STANDARDS FOR UNINTERRUPTIBLE POWER SUPPLY	Specification	Compliance (Yes/No)	Remarks (if any)
1	Product or OEM should attain ISO 9001 certification as well as should attain ISO for its Support Services			
2	Capacity	10KVA (Single phase input Single phase out put with four hour battery backup)		
3	Technology	Double conversion, DSP Based (With IGBT Charger)		
4	Battery Make	Exide/Panasonic/Hipower /Amron		
5	Inbuilt isolation Transformer for UPS Input and output			
6	INPUT			
6.1	Input Voltage Range	220V AC (170 to 280V AC)		
6.2	Input Frequency	40Hz to 60Hz		
6.3	Input Phase	Single phase with ground		
7	OUTPUT			
7.1	Output Voltage	220 V \pm 1% (single phase, Adjustable)		
7.2	Output frequency	50 Hz \pm to 0.5 Hz		
7.3	Output Power Factor	0.8/0.9		
7.4	Steady State Voltage Regulation	\pm 1%		
7.5	Transient Voltage Regulation	\pm 4%		
7.6	Output Voltage Distortion	2% for linear load, 5% for non linear load		
7.7	Crest Factor	3:1		
7.8	UPS Overall Efficiency	92%		
7.9	Operating Temperature	0 $^{\circ}$ to 40 $^{\circ}$ C		

8	OVERLOAD			
8.1	Overloading	110% for 1Hr., 125% for 10 Min.		
9	Both UPS System should be configured	Hot Standby		
10	Both UPS System inbuilt Static Bypass switch	Inbuilt Static Bypass switch		
11	Backup time	Backup time with full load should be tested		
12	Bypass switch	UPS System should have Manual Bypass switch		
13	Warranty	UPS-36 months and batteries 36 months onsite replacement		
14	Other Features			
14.1	Controlled bypass circuit			
14.2	Modular Construction			
14.3	Onsite On site Upgradeability			
14.4	External Battery rack for longer backup			
14.5	Auto Retransfer			
14.6	Display	LCD Digital display showing all Parameters like Input/output Voltage, current, Power, frequency DC Voltage, Battery Voltage, Current Output KVA/KW, Bypass Voltage, Load%, fault Details		
14.7	Advanced Battery Management System			
14.8	Isolation transformer:	Input/ Output (Primary/Secondary) to be isolated		
14.9	Battery charging capacity will be 1Amp to 20 AMP.	1Amp to 20 Amp		
14.10	SNMP compatible.			
14.11	With buy back old 55KVA UPS Units (Nelco make, 2 units with Battery Bank (360 Batteries Exide make 2V, 250Ah			

Chapter – 3

GENERAL CONDITIONS:

1. The tender is to be submitted in two parts viz. 'Technical bid' and 'Commercial bid' in two separate sealed envelopes and should accordingly be super scribed '**PURCHASE OF ONLINE UNINTERRUPTIBLE POWER SUPPLY (UPS) and BUY BACK OF TWO 55KVA old UPS (NELCO BRAND) ALONG WITH BATTERIES (Exide Make) FOR RESOURSE AT FSI**'. The commercial bid of only those firms will be opened whose technical bid is found acceptable.
2. The technical bid and commercial bid should be kept in a separate sealed cover and both the sealed envelopes should be kept in third envelop super scribing "**TENDER FOR PURCHASE OF ONLINE UNINTERRUPTIBLE POWER SUPPLY (UPS) and BUY BACK OF TWO 55KVA old UPS (NELCO BRAND) ALONG WITH BATTERIES (Exide Make) FOR RESOURSE AT FSP**".
3. The technical bid received within prescribed date and time will be opened, in the presence of the bidders who wish to be present, **on 08-06-2014 at 1600 hrs. The representatives should carry authorization certificate from their respective firms.**
4. Bidder should clearly specify that they agree to abide by the conditions of this tender document on their printed letter head indicating here on Sales Tax Registration, FAX, Email, Telephone numbers, etc.
5. All pages of the tender document are to be signed and stamped by the tendering firm.
6. The firm should enclose company profile giving details of infrastructure and technical support group giving their brief CVs.
7. Conditional tenders shall not be accepted. This tender document is non-transferable. Bid once submitted shall not be allowed for withdrawal; failing which the Earnest Money Deposited shall be forfeited.
8. Number of corrections and or alterations in the bid must be specifically mentioned. All the corrections and alterations made in the quotations must be duly countersigned by the authorized signatory, without which tender will not be considered
9. The technical bid should be accompanied with a **Bank Draft of 5,000.00 (Rupees five Thousand only)** as Earnest Money Deposit (refundable) payable to Assistant Director (Accounts), Forest Survey of India Kaulagarh Road, Dehradun. In case of successful bidder, the EMD would be converted in Security Deposit and will be returned on successful completion of contract period.
10. Pre-bid Conference: If considered necessary by FSI, a pre-bid conference for clarifying issues and clearing doubts if any will be done by the FSI on a date decided by the FSI at FSI. The tenderer may depute competent representative (competent to take on the spot decisions) for such discussions/negotiation whenever called for. No cost will be borne by the FSI for this purpose.
11. The rates should be quoted in Indian rupees. Only unit prices are to be quoted both in digits and in words. In case of a discrepancy in the two, that quoted in words will be taken as valid.
12. The firm should clearly mention for any taxes, duties, levies, freight, forwarding and installation for FSI. Otherwise the rates quoted by the firm shall be considered inclusive of all taxes. **Rates are to be strictly quoted in Financial Bid (Annexure - I) only, otherwise it will be considered as invalid.**

13. Bids should be valid for a minimum period of 90 days after the due date.
14. The 90% payment of the cost of equipment will be made on receipt, acceptance and satisfactory installation of new equipments and balance 10% payment will be released against bank guarantee/FDR of the same amount for the period of the warranty to cover the warranty obligations.
15. The delivery, installation and commissioning of the equipment/services should be within six weeks from date of issue of work order. No advance payment will be made for installation of hardware/equipments.
16. For the delayed delivery/installation/commissioning, liquidated damages @ 0.5% per week on entire cost of the order will be levied from the bill to the maximum of 5% after which the order will remain cancelled.
17. **The hardware and support should be covered under three years onsite comprehensive warranty from the date of satisfactory installation and commissioning of the UPS.**
18. The FSI's determination of an offer's responsiveness is to be based on the contents of the tender offer itself without recourse to extrinsic evidence. The FSI will scrutinize the offers to determine whether they are complete, whether required technical documentations have been furnished, whether the documents have been properly signed, and whether the offers are in order. Price bids of the technically disqualified firms shall not be opened & shall be returned to respective firms.
19. **No commitment to accept lowest or any tender:** FSI shall be under no obligation to accept the lowest or any other quotation received in response to this tender enquiry and shall be entitled to reject any or all offers including those received late or incomplete offers without assigning any reason whatsoever.
20. **FSI's right to accept any offer and to reject any or all offers:** FSI reserves the right to accept or reject any tender or reject all tenders at any time prior to award of contract, without thereby incurring any liability towards the affected Tenderer(s) or any obligation to inform the affected Tenderer(s) of the grounds for the FSI's action.
21. **Tenders received after the specified time** and date of opening will be treated as "Late" while tenders received after the last date specified for receipt of tender but before the date of opening of the tender are treated as "Delayed". Such tender shall not be opened at all and be returned to the bidders in their original envelope without opening.
22. **Submission of Tender Offers:** Tenders can be submitted either through Post or through Courier or By Hand. In the event of tender received after due date and time due to postal delay, the FSI will not be responsible for such delay and will not be considered by the FSI.
23. **Opening of Tenders:** Technical bids of the offers received with requisites EMD or Bid Security will be opened in the presence of representatives of the firm (if they wish to be present), on the scheduled date and time of opening of technical bid. The person attending the technical bid meeting will be required to produce an authorization letter from the dealer/company/firm/agency. All tenders received without EMD and also if the same will not comply to our tendered specifications shall be summarily rejected. The Financial Bids of the technically qualified/ successful bidders i.e. who will technically qualify the tendered specifications will be considered for opening of their financial bids at a later date, which will be communicated to concerned suppliers before opening their Financial Bids. Unopened Price bids of the technically disqualified bidders shall be returned to them.

24. Force Majeure

- a) However, the Agency shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
- b) For purposes of this Clause, "Force Majeure" means an event beyond the control of the Agency and not involving the Agency's fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the FSI either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- c) If a Force Majeure situation arises, the Agency shall promptly notify the FSI in writing of such conditions and the cause thereof. Unless otherwise directed by the FSI in writing, the Agency shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

25. Resolution of Disputes: All disagreements, disputes, difference that may arise between the FSI and the Supplier which cannot be resolved through mutual negotiations shall be referred to an Arbitrator appointed in accordance with the provisions of relevant Indian Law. The venue of the proceedings and arbitration shall be Dehradun, Uttarakhand, India.

26. Jurisdiction: The obligations and liabilities arising out of this contract shall be construed in accordance with the laws of Union of India. The Court in Dehradun, Uttarakhand, India shall have the exclusive jurisdiction to try all or any of the dispute.

**Assistant Director (Stores)
Forest Survey of India,
Kaulagarh Road, P.O. IPE
Dehradun – 248195 Uttarakhand (India)**

Annexure - I

Financial Bid

S. No	Description	Qty	Total Cost (in Rs)
1	10 KVA Online UPS with 3 years comprehensive onsite warranty of both UPS and Battery and value subscription including 24x7 support, services and buy-back of two 55KVA(Nelco) UPS unit	2	
Mention Make & Model:			

Note: The firm should clearly mention for any taxes, duties, levies, freight, forwarding and installation for FOR, FSI, Kaulagarh Road, Dehradun-248195. Otherwise the rates quoted by the firm shall be considered inclusive of all taxes.