



Dec/2010

Short Tender Notification No. Dec/2010

COMPUTER SUPPORT GROUP

Item No. CSG 11 : UPS & Battery

BIDDER'S COPY

INSTRUCTIONS TO BIDDERS

1. This document set contains the following:

a) Terms and conditions of the Tender	-	Pages 2 & 3
b) Details of the Firm offering this Quote	-	Page 4
c) Technical Compliance Form / Quotation form (Price Bid)	-	Pages 5 to 7
d) NIT-T's check list copy	-	Page 8
2. The bidder's copy is for your future records. Please fill in and return only NIT-T's copy.
3. Read through the terms and conditions given and affix your signature and seal if you find them acceptable. Any deviations may be recorded. Read carefully list of specifications that we have enclosed.
4. Fill in the questionnaire regarding the Firm.
5. The downloaded documents '**Technical Compliance Form**' and '**Quotation Form (Price Bid)**' should be **TYPE WRITTEN USING CAPITAL LETTERS ONLY**. At the time of filling the "**Quotation Form (Price Bid)**" make sure that you have not missed anything. Specify the model number & specification for each item. The form should be filled item-wise. Do not leave blank fields. If you are not quoting for a specific item, you should specify "**NOT QUOTING**".
6. **Do not use** ambiguous terms like "**yes**", "**complied**" or "**available**". Specifically mention the matching specification of the product offered by you. Make sure that you have affixed your signature with date and seal on all the documents.
7. Please send the tenders in a sealed envelope superscribed as "**QUOTATIONS AGAINST SHORT TENDER NOTIFICATION NO: Dec/2010 Item No. CSG 11 : UPS & Battery**" so as to reach "The Head, Computer Support Group, National Institute of Technology, Tiruchirappalli - 620 015, India" on or before **January 6, 2011 at 2.30 p.m.**
8. For any further clarifications, contact by E-Mail: purchase@nitt.edu or by written request to "The Head, Computer Support Group, National Institute of Technology, Tiruchirappalli - 620 015"
9. **DO NOT VISIT US WITHOUT OUR CONCURRENCE.**

Last Date for receipt of tender at NIT-T : **January 6, 2011 at 2.30 p.m.**
Opening Date for Tender : **January 6, 2011 at 3.30 p.m.**

CHECKLIST TO BE FILLED IN BY BIDDER	
List of documents to be enclosed	Completed & Signed
1. Terms and Conditions form	YES / NO
2. Details of the Firm offering this Quote	YES / NO
3. NIT-T's Quotation form (Technical & Price Bid)	YES / NO
4. Currency Form(quoted on behalf of the foreign suppliers)	YES / NO
5. Other technical specifications & pamphlets	YES / NO

- Note:** 1. "Cover" should contain the following:
- a. Form of "**Acceptance of Terms and Conditions**".
 - b. Form of "**Firms details**"
 - c. Pamphlets, if any (in a separate sealed cover)
2. Quotation Form (Technical, Price Bid and Currency Form)

Please retain this page with you for your future reference.



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“TERMS AND CONDITIONS FORM”

**IMPORTANT : READ ALL THE FOLLOWING TERMS AND CONDITIONS AND
SIGN THE ACCEPTANCE CLAUSE FOLLOWING IT**

1. The offers should be addressed to “The Head, Computer Support Group, National Institute of Technology, Tiruchirappalli 620015, India” and should be sent in a sealed envelope superscribed **“QUOTATIONS AGAINST SHORT TENDER NOTIFICATION No.: Dec/2010 Item No. CSG 11 : UPS & Battery”** so as to reach us **on or before 2.30 p.m. on January 6, 2011** .
2. Each offer should be sent in a sealed cover with the tender documents. Tenders received through email or FAX will not be considered.
3. The tenders will be opened on **January 6, 2011 at 3:30 p.m.** in the presence of the vendors present with authorization letter from the respective companies / firms. Suppliers intending to attend the tender opening should intimate us in advance.
4. Full technical specifications and pamphlets should be sent along with the tenders. **Offers without proper technical specifications will be rejected.**
5. All offers should indicate the taxes and duties applicable, if any. Additional charges for packing, forwarding, freight, insurance etc., if any, should be clearly mentioned. Clearance at Customs will be arranged by us.
6. NIT-T is paying concessional Customs & Excise duty under Government of India Notification No.51/96 for Customs and 10/97 for Excise Duty. Currently the purchaser is paying 5% Basic Customs Duty, 2% Educational Cess on Basic Customs Duty, 1% Higher Education Cess on Educational Cess, and 4% Import Additional Duty.
7. The Institute is not authorized to issue C and D forms of Sales tax certificate.
8. In case the offered items are to be imported, the rates should be quoted in foreign currency on C.I.F. Chennai Airport basis, and it should include the Freight up to Chennai airport and the insurance cover should be up to National Institute of Technology, Tiruchirappalli. NIT-T shall pay Customs duty if any.
9. If the price quoted is in foreign currency and if the order value is more than US\$10,000 then 100% payment will be made through **Letter of Credit (LC) at sight on acceptance**. If the order value is less than US\$10,000 , then 100% payment will be through a Telegraphic Transfer (TT). **The bank charges outside India should be borne by the Supplier / Beneficiary. Part shipment not allowed.** If the price quoted is in Indian Rupees, then 100% payment will be made only after installation and commissioning. **No advance payment will be made.**
10. No revision of the price bid will be allowed once the price bids are opened.
11. No increase in price will be allowed after our firm orders are placed.
12. The warranty period should be clearly mentioned. The maintenance charges (AMC) under different schemes after the expiry of the warranty should also be mentioned.
13. Quote should come from authorized dealer or distributor or reseller for each of the product quoted. An authorization letter should accompany your quote for each product quoted, otherwise it may lead to rejection.
14. The delivery period and other terms should be clearly mentioned.
15. Complete user, technical and service documentation, and spare parts catalogue are to be provided along with the supply of the item.

SIGNATURE WITH DATE

SEAL OF THE FIRM



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16. The vendors are informed that they should not call us over phone or contact us in person. All clarifications can be obtained through E-Mail/FAX/Post. Vendors shall not make attempts to establish unsolicited and unauthorised contact with us after the opening of the offers and prior to the notification of the award. Any attempt by any vendor to bring to bear extraneous pressures on us shall be sufficient reason to disqualify the vendor.
17. Delay / loss in postal transit or due to other reasons will not be NIT-T's responsibility.
18. We are not responsible for accidental opening of the covers that are not properly superscribed and sealed before the time scheduled for opening.
19. The tender should be made only on the "Technical compliance form" & "Quotation form" which is available in our website, otherwise it shall lead to rejection. The technical compliance form & Quotation form should be duly filled up (preferably **TYPE WRITTEN IN CAPITAL LETTERS**) and should clearly mention the features offered by the bidder against each specification.
20. Authorized signatory should sign on all the pages. Bids without authorized signatures will be rejected.
21. The manufacturers of the quoted make of the product must be of national / international repute and having ISO certificate.
22. **The vendors are informed that they should sign a stamp paper agreement with us, for Warranty, AMC, etc. before placing the final purchase order as per our terms & conditions and 5% of purchase order value (equipments) in the form of bank guarantee towards performance security. The bank guarantee will be returned to the supplier after the successful completion of supply, installation, and the warranty period.**
23. No Earnest Money Deposit (EMD) or processing fee is required for submitting this rate contact.
24. Failure to comply with all the terms and conditions mentioned herein would result in the tender being summarily rejected.
25. Vendors are informed that once the companies are shortlisted based on the technical specification, only then the price bids of the firms that meet NIT-T's Technical specification / requirements would be compared.
26. The rate contract period is for January 2011 to December 2011 for new requirements / expansion as and when it arises. The quoted prices should be valid for the entire rate contract period.
27. NIT-T reserves the right to modify or alter the specifications after short listing of tenderers.
28. NIT-T reserves the right to change the order quantity or split the orders among multiple vendors without assigning any reason(s) whatsoever.
29. NIT-T reserves the right to reject any or all the tenders without assigning any reasons whatsoever.
30. Apart from the above General Terms and Conditions, item-wise terms and conditions are enlisted in the Technical compliance form and Quotation form.

ACCEPTANCE

We accept the above terms and conditions and shall comply with them strictly.

NAME OF THE VENDOR:

ADDRESS :

SIGNATURE WITH DATE

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“DETAILS OF THE FIRM OFFERING THIS QUOTE”

(Write or print or type in block letters and please answer all the questions)

1. Name of the firm? 2. Date of incorporation?
3. Nature of the company - Government / Public / Private Company / Partnership / Proprietorship:
4. Specify the number of years in this line of activity by the Company ::

5. Quantity of sales in the last three years for the “UPS & Battery” (same model that you have quoted)?

2007-2008	2008-2009	2009-2010
<input type="text"/>	<input type="text"/>	<input type="text"/>

6. Turn over in the last three years (Figures should be in Indian Rupees in Lakhs):

2007-2008	2008-2009	2009-2010
<input type="text"/>	<input type="text"/>	<input type="text"/>

7. Provide the postal address, telephone & fax numbers, and email address of the nearest service center.

8. A) Number of service engineers in the above location trained on the product quoted along with their educational qualification, certification and designation and B) Assured response time for service calls in hours:

A)

B)

9. What would be the delivery period in days from the date we place an official purchase order.

10. Enclose the list of customers to whom you have supplied “UPS & Battery” during the last 3 years ending 31/03/2010 with full postal address and name of the contact person with phone, FAX numbers, and E-Mail id. Certificate regarding satisfactory performance of the “UPS & Battery” from the minimum three end users should be furnished.

11. Are you the authorized dealer or distributor or reseller for the products quoted:

12. Have you supplied “UPS & Battery” to National Institute of Technology, Tiruchirappalli in the last 3 years? If yes, specify the quantity supplied in the last 3 years and last PO reference

13. Was there any elapse or delay in supplying the goods ordered or any service related issue during the warranty period for the products ordered by NIT-T with your firm? If yes, provide details.

14. On Manufacturer’s Side to whom NITT have to contact in case of delayed supply and other issues committed by the authorized dealer / distributor / reseller :

Contact Person Name :	
Address :	
E-mail ID :	Telephone / Cell Phone :



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TECHNICAL COMPLIANCE & QUOTATION FORM (PRICE BID)

FIRM'S NAME & ADDRESS:

FIRM'S REF:

DATE :

Item No.	N.I.T.'S SPECIFICATION	Make & Warranty	Unit Price
1.	APC Back-UPS ES 650VA UPS with 15 min backup with USB Connectivity for management of the UPS via USB port with software, UPS should be capable of Automatic self-test, Cold-start, and should have Hot-swappable batteries. 3 Power Output Sockets (3 Pin, 6A) with battery backup and 1 Power Output Socket (3 Pin, 6A) with surge protection (for connecting printers), Dataline protection RJ-11 Phone/Modem/Fax protection, APC RBC17 12V/9AH=108 AHr Battery, Maintenance-free sealed Lead-Acid battery with suspended electrolyte : leakproof, Three (3) years Comprehensive on-site Warranty including Battery		
2.	APC Back-UPS RS 800VA with 15 min backup , 540 Watts / 800 VA, Input 230V / Output 230V, Output Connections (1) 3-pin 6A (Surge Protection), (4) India 3-pin 6A (Battery Backup), Input voltage range for main operations, 175 - 295V, Surge energy rating 320 Joules, Full time multi-pole noise filtering : 5% IEEE surge let-through : zero clamping response time : meets UL 1449, RJ-11 Modem/Fax/DSL protection (two wire single line),RJ45 10/100 Base-T Ethernet protection, Online Thermal Dissipation : 170.00 BTU/hr, APC RBC32 12V/164AH Battery: Maintenance-free sealed Lead-Acid battery with suspended electrolyte : leakproof 2 Years Comprehensive on-site Warranty including Battery		

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TECHNICAL COMPLIANCE & QUOTATION FORM (PRICE BID)

Item No.	N.I.T.'S SPECIFICATION	Make & Warranty	Unit Price
3.	Inverter APC Back-UPS BI 1000I , 1000 VA, 650 Watts, Crest Factor 2.5 : 1, Output Connections (1) Hard Wire 3- wire (H N + G), Input voltage range for main operations 100 - 270V, external battery system with 2 x 12V / 120 AH Battery , LED status display with On Line : On Battery, Replace Battery and Overload indicators, Alarm when on battery, distinctive low battery alarm, overload continuous tone alarm, Surge energy rating 140 Joules, Output Waveform Type: Sine wave , Online Thermal Dissipation 375 BTU/hr, with 2 years repair or replace warranty		
4.	Price for the above Inverter without batteries		
Spare Battery for the Existing APC UPS			
5.	APC RBC2 SMF battery for 500 VA APC UPS with 12V/7AH = 84 AHr Battery Rating, with 1 year warranty		
6.	APC RBC17 SMF battery for 650 VA APC UPS with 12V/9AH =108 AHr Battery Rating, with 1 year warranty		

Note :

- 1) The make and the warranty period should be clearly specified.
- 2) The rates should be quoted on Door Delivery (F.O.R. N.I.T.T.) Basis. The Computer Components should be delivered at "Octagon Computer Center, N.I.T., Tiruchirappalli - 620 015".
- 3) Computer Components should be supplied as per our indent as and when the demand arises.
- 4) The rate should be valid for the period from July 2009 – June 2010.
- 5) The delivery should be at N.I.T.T. within a week from the date of Indent.
- 6) The prevailing manufacturer's promotion benefits should be extended to N.I.T.T.

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TECHNICAL COMPLIANCE & QUOTATION FORM (PRICE BID)

Item No.	N.I.T.'S SPECIFICATION	Make & Warranty	Unit Price
Spare Battery for the Existing Other brand UPS			
7.	Make: Panasonic, Exide, Amaron, Amco, Okaya, Rocket, Hitachi SMF battery for UPS / Inverter with 12V/45 AH Battery Rating		
	Make: Panasonic, Exide, Amaron, Amco, Okaya, Rocket, Hitachi SMF battery for UPS / Inverter with 12V/65 AH Battery Rating		
8.	Make: Panasonic, Exide, Amaron, Amco, Okaya, Rocket, Hitachi SMF battery for UPS / Inverter with 12V/75 AH Battery Rating		
9.	Make: Panasonic, Exide, Amaron, Amco, Okaya, Rocket, Hitachi SMF battery for UPS / Inverter with 12V/90 AH Battery Rating		
10.	Make: Panasonic, Exide, Amaron, Amco, Okaya, Rocket, Hitachi SMF battery for UPS / Inverter with 12V/100 AH Battery Rating		
11.	Make: Panasonic, Exide, Amaron, Amco, Okaya, Rocket, Hitachi SMF battery for UPS / Inverter with 12V/120 AH Battery Rating		
12.	Make: Panasonic, Exide, Amaron, Amco, Okaya, Rocket, Hitachi SMF battery for UPS / Inverter with 12V/150 AH Battery Rating		
13.	Tubular battery Make: Okaya / Exide SMF battery for UPS / Inverter with 12V/100 AH Battery Rating		
14.	Tubular battery Make: Okaya / Exide SMF battery for UPS / Inverter with 12V/120 AH Battery Rating		
15.	Tubular battery Make: Okaya / Exide SMF battery for UPS / Inverter with 12V/150 AH Battery Rating		

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NIT-T'S COPY (To be filled in and submitted by the bidder)

Last Date for receipt of tender at NIT-T : January 6, 2011 at 2.30 p.m.

Opening Date : January 6, 2011 at 3.30 p.m.

CHECKLIST TO BE FILLED IN BY BIDDER (Please make sure that these pages are filled and send duly signed)	
List of documents to be enclosed	Completed & Signed
1. Terms and Conditions form	YES / NO
2. Details of the Firm offering this Quote	YES / NO
3. NIT-T's quotation form (Technical, Price Bid & Currency form)	YES / NO
4. Other technical specifications & pamphlets (in a separate sealed cover)	YES / NO

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FOR NIT-T USE ONLY	
Name of the Vendor Address (Location):	
1. Terms and Conditions form duly signed	YES / NO
2. Details of the Firm offering this Quote	YES / NO
3. NIT-T's quotation form (Technical & Price Bid)	YES / NO
4. Currency Form (quoted on behalf of the foreign suppliers)	YES / NO
5. Other technical specifications & pamphlets [in a separate sealed cover]	YES / NO
6. No. of enclosures	
7. Status of tender	Accepted for evaluation / Rejected
	REGISTRAR

SIGNATURE WITH DATE

SEAL OF THE FIRM