

दि ओरिएण्टल इश्योरेंस कम्पनी लिमिटेड

(भारत सरकार का उपक्रम)

क्षेत्रीय कार्यालय : मेझनीन फ्लोर, ए.जी.चेम्बर्स,
फतेहगंज, युनिवर्सिटी रोड, वडोदरा - 390 002.

फेक्स : 0265-2791706

फोन नं. : 0265-2794963, 2789838, 2786301

www.orientalinsurance.org

Cin No. U66010DL1947GOI007158



THE ORIENTAL INSURANCE COMPANY LIMITED
(Govt. of India Undertaking)

Regional Office : Mezzanine Floor, A.G.Chambers,
Fatehgunj, University Road, Vadodara - 390 002.

Fax : 0265-2791706

Tel. No. : 0265-2794963, 2789838, 2786301

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Ref : OIC/VRO/IT/01/2016

Date : 05.08.2016


RATE CONTRACT FOR SUPPLY OF SMF BATTERIES FOR UPS

You are hereby requested to send your sealed offer for the supply of Batteries for UPS to the below mentioned address:

The Chief Regional Manager,
The Oriental Insurance Company Ltd,
Regional Office – Vadodara,
Mezzanine Floor, A. G. Chambers,
University road, Fatehgunj,
Vadodara PIN – 390 002.

The offer should be submitted in a Sealed Cover Marked “Tender for supply of UPS batteries” and enclosing the Technical Bid (ANNEXURE ‘A’) and Financial Bid (ANNEXURE ‘B’) in separate covers clearly marked as “Technical Bid” and “Financial Bid”. The sealed covers may be dropped in the tender box kept at **Regional office** for this purpose. Last date for submission of quotations is 19.08.2016 till 4.00 p.m. Application received beyond the stipulated time shall not be considered. If the last date for submission of Tender happens to be a holiday due to some unforeseen circumstances, then the tender can be submitted by 12 pm on the next working day.

The interested vendors/firms/dealers are therefore, requested to go through the terms and conditions required for submitting the sealed quotation/tenders and may participate in the bid by submitting the requirements within the time and date laid down for the purpose


Chief Regional Manager

TENDER DOCUMENT

ANNEXURE - I

1. ELIGIBILITY CRITERIA

- a. Supplier should be either manufacturer or an authorized dealer of UPS battery of the specified make (Amaron Quanta / Exide) with sufficient proof of dealership with Original Equipment Manufacturer, valid for at least 1 year from the date of tender.
- b. Vendor should supply & install the battery at the required place.
- c. Vendor should have to be able to provide satisfactory after sales support.

2. TERMS AND CONDITIONS

- a. Prices should be inclusive of all taxes and charges (including Transportation, delivery and installation charges)
- b. Only Vadodara based vendors are eligible to apply for this tender.
- c. The make of battery should be Amaron Quanta / Exide.
- d. In case any of the battery gets faulty within warranty period, the same shall be replaced by the supplier at the particular office of The Oriental Insurance Company Limited within 3 days' time for which no extra amount will be paid to the supplier.
- e. The quotations should clearly specify the **period of warranty which should be minimum 24 months /2 years**. The warranty will be applicable from the date of installation. The replacement of defective battery(s) should be done by the supplier during the warranty period, within 36 hours free of cost to the company.
- f. During the warranty period, the vendor will have to undertake Comprehensive maintenance of the Battery and accessories as supplied.
- g. The rates quoted in the tender should be valid for at least **one year** from the date of approval for the supply of batteries.
- h. Company can place purchase order to the supplier on the approved rates for any number of batteries for any office under Regional Office Vadodara.
- i. The supplier should also specify the rate at which old battery (s) would be taken back (Buy-Back Price). The supplier will collect the exhausted battery (s) (any make) on his own cost from the locations.
- j. The delivery should be made within a maximum of 7 days from the date of receipt of our order and payment will be made by Regional Office through ECS after proper installation of battery(s). **Delay in delivery will attract penalty of 1% of the value of purchase order or order is liable to be cancelled.**
- k. The battery(s) supplied should be of recent stock and the manufacturing date should not be greater than 2-3 months from the date of supply. The date of manufacturing should be explicitly mentioned on the battery and on the invoice.
- l. The supplier will do the installation of battery(s) with UPS at respective office with the help of fully trained persons. For any mishap/accident or any other careless conduct during replacement of batteries, the supplier will be fully responsible.
- m. The order can be placed on "**as & when needed basis**" for any number of battery/batteries till the validity of the contract.
- n. The interesting bidders should pay an **Earnest Money Deposit of Rs. 10,000/-**. The E. M. D. shall be paid by way of a demand draft drawn in favor of "THE ORIENTAL INSURANCE COMPANY LIMITED" payable at Vadodara. The EMD will not carry any interest. The EMD will be refunded to the successful bidder only after signing of the contract and after furnishing security Deposit. In case of **unsuccessful bidder** the EMD will be refunded to them after intimating them about rejection of their tender. EMD submitted by bidder may be forfeited if:
 - i. Bidder backs out of bidding process after submitting the bids;
 - ii. Bidder backs out after qualifying;
 - iii. Bidder does not accept the Purchase Order /Sign the Contract within the time prescribed by OICL after qualifying.

- o. The successful bidder will have to furnish a Performance Security deposit of Rs. 10000/- (Ten thousand) by way of Demand Draft drawn in favour of THE ORIENTAL INSURANCE COMPANY LIMITED payable at Vadodara. Successful Bidder will provide Agreement on Rs. 100/- stamp paper.
- p. Security deposit will be kept with the Company till completion of warranty period of supplied batteries during the contract period of one year. No interest will be paid on the amount of Security Deposit.
- q. No amendment in Rates will be accepted from any of the participants, once tender has been opened on due date and is finalized. A letter as regards of selection will be sent to the selected bidder/s.
- r. No request for price revision shall be entertained arising due to Govt. Policies / Market Rate Fluctuations including Trade / Duties changes during the currency of Tender Agreement.
- s. In the event of the selected supplier denying to supply the ordered Battery(s), agreed and accepted as per the Tender Document, for whatsoever the reason may be, the Security Deposit submitted with the Tender shall stand forfeited and the supplier will be blacklisted to participate in tender proceeding in future.
- t. If the successful bidder is found to be supplying material of poor quality or fails to comply with the specification of the tender, the supplier / bidder is liable to be black-listed and his tender will be cancelled. He will not be allowed to participate in future tenders.
- u. No sub-contracting is permissible by the company. If noticed, the contract will be cancelled and penalty as per the rules may be imposed.
- v. In case of deviation from any of the Terms & Conditions during period of agreement, the Security Deposit of the supplier will be forfeited.
- w. TDS or any other taxes applicable from time to time during period of contract will be deducted at time of payment of payment of bills.
- x. Venders who do not have a permanent Sales Tax No, VAT No., need not apply.
- y. The Company reserves the right to accept/reject any of tenders, add, modify, relax or waive any of the conditions stipulated in the tender specification wherever deemed necessary, reject any or all the tenders without assigning any reason thereof.
- z. The tender is liable to be rejected *inter alia* if it is not in conformity with the instructions mentioned herein, if it is not properly sealed and signed by the bidder, if it is received after the expiry of the due date and time.
- aa. In case of any dispute or any difference only Courts of Vadodara shall have the jurisdiction in all matters arising out or connected with this agreement. Further this agreement is subject to laws of India alone.

The tender will be opened in the presence of bidders on 23.08.2016 at 4.00 p.m. at Regional Office.

3) DOCUMENTS OF BE SUBMITTED.

- a) Documents to prove eligibility
- b) Dealership Certificate
- c) Sales Tax Registration Certificate
- d) V A T clearance Certificate
- e) Services Tax Regn. Certificate

DECLARATION

I/We _____ hereby declare that we have read all the terms and Conditions mentioned above and on behalf of our company _____ we agree and abide by these terms & conditions.

Date:

(Signature of supplier with seal)

Handwritten signature in blue ink

SPECIFICATION AND ALLIED TECHNICAL DETAILS

THE ORIENTAL INSURANCE COMPANY LIMITED (OICL) requires the batteries of following specifications, at OICLs location (on site), with buy back scheme during the period 01.09.2016 to 31.08.2017, to be supplied as and when required in lots to be specified by the OICL.

REQUIREMENTS:-

MAKE: Amaron Quanta / Exide. CAPACITY: 26, 42, 65, 75 100 AH SMF VRL BATTERY WITH TWO YEAR ONSITE WARRANTY (WITH BUY BACK SCHEME)

150 AH (ITB) VOLTAGE 12 – V 150 AH TUBULAR BATTERY WITH THREE YEARS ONSITE WARRANTY (WITH BUY BACK SCHEME)

Firm should furnish the specifications of the products, which they are authorized to supply and quote for:-

- a) Only reputed make SMF Batteries as above may be quoted. The name of the brand and specification be given for each batteries.
- b) The detailed delivery schedule will be intimated to the tenderer as per requirement of OICL from time to time. This is not to be treated as commitments on the part of OICL as this is liable to vary.
- c) Tenders in the prescribed form should be submitted along with the Earnest Money Deposit of Rs.10000/- in the form of a Demand Draft drawn in Favor of THE ORIENTAL INSURANCE COMPANY LIMITED payable at VADODARA. Tenders not accompanied by the Earnest Money specified are liable to be rejected summarily..
- d) The tenders in the prescribed form should be submitted in double sealed envelope superscripted on the envelope “Tender for Supply of UPS 7 Inverter Batteries” addressed to the CHIEF REGIONAL MANAGER, THE ORIENTAL INSURANCE CO. LTD, Regional Office. Mezzanine floor, A. G. Chambers, Fatehganj, Vadodara 390002 so as to reach this office by 4.00 p.m on 12.08.2016
- e) List of offices, where supply of batteries and installation may be required to be made, are as per Annexure III

Handwritten signature and initials in blue ink.

LIST OF OFFICES UNDER OUR REGION

R. O. Vadodara	T.P. HUB VADODARA	T.P.HUB NADIAD	D.O. 1 VADODARA
C.B.O.2 VADODARA	C.B.O.3 VADODARA	B.C. DABHOI	B.C.CHHOTA UDEPUR
B.C RANOLI	D.O.2 VADODARA	D.O.3 VADODARA	CBO 1 VADODARA
B.O.GODHRA	B.C. HALOL	B.C.DAHOD	B.C.MANJUSAR
D.O.CHHANI	B.O.V.V.NAGAR	B.O. PETLAD	B.C. UMRETH
D.O NADIAD	B.O.PETLAD	B.C.Balasinore	B.C.Mehmdabad
B.C.Kheda	D.O. BHARUCH	B.O.ANKLESHWAR	D.O. 1 SURAT
B.O. 1 SURAT	B.C. KADODARA	D.O.2 SURAT	B.O. BARDOLI
D.O.NAVSARI	B.O. VYARA	B.C. BILLIMORA	D.O. VALSAD
B.O. DAMAN	D.O. VAPI	B.O. UMERGAON	

with A. 

TECHNICAL BID FORM

ANNEXURE A

MAKE ; **Amaron Quanta / Exide**

Sealed Maintenance Free Battery

Capacity 26 AH/42AH/65AH/75AH/100/
AH 150/AH (ITB) Voltage - 12V

Full Name of the Firm:-

Address of the tenderer

Email. Id

Contact Nos:

1. I/We hereby offer to supply the UPS & Inverter Batteries as per quotation to this tender hereto portion thereof as you may specify in the acceptance of Tender at the price given in the said Schedule and agree to hold this offer open for a period of one year from the date of opening/approval of tender. I/We shall be bound by a communication of acceptance issued by you.
2. I/We have understood the instruction to Tenderers and the Terms and Conditions of Contract in the form as given in the Annexure I to the invitation to the tender and have thoroughly examined the specifications quoted in the Schedule hereto and am/are fully aware of the nature of the battery required and my/our offer is to supply the batteries strictly in accordance with the specifications and requirements.
3. A Draft / Pay order for Rs. 10,000/- drawn in favor of "THE ORIENTAL INSURANCE COMPANY LIMITED" and payable at Vadodara is enclosed.
4. The following have been added to and from part of this tender.
 - a. Certificate of dealership authorize by company
 - b. Annexure I to this tender containing the terms and conditions duly signed and stamped on each page, in token of acceptance of the Terms and Conditions.
 - c. Copy of PAN and details of I.T. Registration
 - d. Whether Registered with Sales Tax Authority
If Yes, then LST/CST/VAT NO.
 - e. Financial Bid form is a separate sealed envelope by super scribing on the envelope: -
'FINANCIAL BID FOR BATTERIES OF OICLs under THE ORIENTAL INSURANCE. CO.LTD. Network"
 - f. Copy of last audited balance sheet/Income tax clearance certificate
 - g. Any other enclosure (Please give details) .
5. I/We do hereby undertake that until the formal supply order is placed on us, this bid together with the written acceptance thereof and placement of letter of intent awarding the supply order, shall constitute a binding contract between us.

Yours faithfully,

(Signature of Tenderer)

Name of Authorized Signatory

with A

FINANCIAL BID FORM

ANNEXURE 'B'

TENDER FOR THE SUPPLY OF UPS BATTERIES WITH BUYBACK SCHEME

MAKE : Sealed Maintenance Free Battery with 24 months onsite warranty

CAPACITY : 26,42,65,75 AND 100 AH

VOLTAGE : 12 V

Tubular Inverter Battery with thirty six onsite warrant. CAPACITY 150 AH

Voltage 12V

Sr. no	Battery Rating	Battery Make	Price per Battery	Buy Back Price of old battery	Net Price Per Battery (inclusive of all Taxes and Charges on site)	Warranty Period
1	12V-26AH SMF					
2	12V-42AH SMF					
3	12V-65AH SMF					
04	12V-75 AH SMF					
05	12V- 100 AH SMF					
06	150AH INVERTER TUBULAR BATTERY					

Warranty period must be mentioned in terms of months.

Tender will be finalized based on net price per Battery for each battery type.

Date:

(signature of the supplier with seal