



The Oriental Insurance Company Ltd

(A GOVT OF INDIA UNDERTAKING)

Regional Office Ahmedabad: 3rd Floor Navjivan Trust Building,
b/h Gujarat Vidyapeeth, Off Ashram Road Ahmedabad 380014.

Deptt: I.T.

Dated:18/07/2012

Ref.: ARO/ITD/002/2012-13

Mr.....

M/s.....

Address.....

.....

.....

Dear Sir,

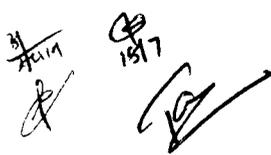
Re.: Tender for Purchase of Standard Maintenance Free Batteries

We have 2 KVA, 5 KVA, 6 KVA & 10 KVA online UPS systems working in our 47 offices situated all over Gujarat with each unit having around 4-32 of SMF Battery of various rating. The annual requirement is expected to be more than Rs 10 lacs. However this will be only indication & not a commitment. Our order shall be based on actual requirements.

The format for tender bid is in two parts – **Technical Bid & Commercial Bid**. You must submit the bids as mentioned in details in the enclosure.

Please note that only reputed brands should be quoted. For any clarifications, please feel free to contact us. Please quote the rate of Batteries in the attached format along with Manufacturer authorization form/Dealership Certificate. Only direct Company people, authorized dealers, authorized agents should quote.


[Regional Manager]





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A. General Instructions

1. This invitation to Tender is for: -

- Supply of Batteries for UPS to any of the offices of **The Oriental Insurance Company Limited's** Regional office Ahmedabad at locations specified in Annexure A. The type of batteries required are: Standard Maintenance Free
- 2. Tenderers are advised to study the Tender Document carefully. Submission of Tender shall be deemed to have been done after careful study and examination of the Tender Document with full understanding of its implications.
- 3. Sealed offers should be submitted to The Oriental Insurance Co. Ltd. not later than the date and time laid down, at the address given below in person or sent by registered post or **dropped in the Tender Box kept** at the said address: -

**Mr A K Paul,
Regional Manager
The Oriental Insurance Company Limited.
Regional Office, 3rd Floor Navjivan Trust
Building, Off Ashram Road,
B/H Gujarat Vidyapeeth, Ahmedabad 380014**

4. Schedule for Invitation to Tender:

- a) Name of the Purchaser: **The Oriental Insurance Co. Ltd.**
- b) Probable locations where Batteries may have to be delivered: **as per Annexure- A**
- c) Address at which Tenders would be submitted: same as above
- d) Latest time and date for submission of Tender is on or before **16:30 hours on 27.07.2012**
- e) Tentative place, time and date of opening of technical bid of tender: - **At 12:30 hrs on 30.07.2012 at the address given above. The exact date/time can also be confirmed over telephone.**

Note: The Oriental Insurance Company Limited shall not be responsible for non-receipt / non-delivery of the Bid documents due to any reason whatsoever.

B. Procedure for Submission of Bids

- 1.1 It is proposed to have a **two cover System** for this tender.
 - a) **Technical Bid** comprising of **Annexure 1** in one separate cover.
 - b) **Commercial Bid** comprising of **Annexe 2.1 & 2.2** in one separate cover.
- 1.2 Technical Bid of the Tender should be covered in a separate sealed cover, superscribing the cover with the wordings "Technical Bid for Batteries."
Please note that Prices should not be indicated in the Technical Bid.
- 1.3 Commercial Bid of the Tender should be covered in a separate sealed cover, superscribing the cover with the wordings "Commercial Bid for Batteries."
Commercial Bid should only indicate prices (Type/Brand of Battery wise).
- 1.4 Both the Technical Bid cover and Commercial Bid Cover, prepared as above, are to be kept in a single sealed cover superscribed with **Tender for Batteries**

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- 1.5 The cover thus prepared should also indicate clearly the name and address of the Bidder, to enable the Bid to be returned unopened in case it is declared "Late".

C. Terms and Conditions:

1. Performance Security

The supplier shall have to deposit a security of ₹ 5,000/- in the form of DD (in favor of The Oriental Insurance Company Ltd, payable at Ahmedabad) at the time of submission of Tender (No Interest will accrue on this amount). The successful Bidder should send the signed contract within 2 days after the receipt of notification of award of the Contract from the Purchaser. The Bid Security of the successful bidder will be treated as performance security till the end of the contract period.

2. Penalty

If the delivery & installation is not effected within the maximum specified time i.e 4 working days then a further period of one week would be allowed subject to a penal interest @1.5% of the amount of order per day of delay over and above the max 96 hours. If the supply is not effected even within the extended period then it would be the discretion of concerned office either to cancel the order &/or to forfeit the security amount.

3. Payment Terms

The payment terms shall be 100% after delivery and successful installation of the equipment on receipt of the Original Invoice and installation report duly certified by the Officer Incharge of the Office where the batteries are installed.

4. Price

The price quoted should be inclusive of all taxes including all duties, all local levies, freight charges, transportation charges, warranty charges, interconnectors and installation charges.

5. Validity of Bid Price

One Year from the date of awarding the contract.

6. Installation

The installation of batteries at the required site has to be done by your assigned representative. At the time of installation the batteries must be fully charged and must be of the current series only.

7. Cancellation of Contract

Oriental Insurance Company reserves its right to cancel the order in the event of one or more of the following situations:

- Delay in delivery of batteries beyond the specified period of delivery
- Serious discrepancies found in batteries supplied.

8. The Oriental Insurance Company Ltd reserves the right to enter in the Contract of their choice of Battery Brand & Warranty period.

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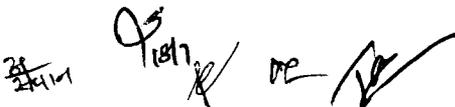
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9. Supplies are required to be made at the rates agreed for, for the orders that may be placed upto One Year from the date of entering into contract.
10. You should agree to supply the above items to the offices of the company located in all over Gujarat.
11. Buy Back value of old batteries must be specifically mentioned separately. The Supplier/Successful Bidder will have to arrange for Disposing the old batteries for which replacement of batteries is to be made at the agreed rates as mentioned in the Contract.
12. The rates should be all inclusive i.e VAT, Octroi, Excise Duty, Transportation charges etc. The rates should be inclusive of installation charges. The Vendor shall go to the site to replace & install the Batteries.
13. The Material supplied should carry a warranty against any type of manufacturing defects and defective supplies will have to be replaced immediately without any extra cost. Also if the quality of the items supplied does not confirm to the industry accepted standards, the Company shall have the right to cancel the order if in case they are not satisfied with the quality/services.
14. You must submit a copy of sales tax registration certificate & sales tax clearance certificate for the previous financial year.
15. In case you are empanelled for any supplies, the bill(s) raised by you must mention the Brand/Make of the material(s) supplied.
16. You should also submit us the Manufacturer/ Authorized Dealer Certificate that must be valid as on date.
17. Warranty of minimum two years for SMF batteries. More than two year warranty can be quoted/given by the bidder.
18. SMF batteries should be VRLA (Value Regulated Lead Acid). Specifically designed for Indian Power Conditions. The battery should conform to JIS 8702 C Specifications.
19. The battery should be manufactured in an ISO 9001 : 2008 ISO 14001 : 2004 and ISO TS 16949: 2002
20. Support Centers in Gujarat.


[Regional Manager]





A. TECHNICAL BID

BID PARTICULARS:

1. **Name of the Bidder** :
With Full Address, Telephone No., Fax
No. & Email & Mobile No

2. **Name & Designation of the Contact** :
Person With Full Address, Telephone
No., Fax No. & Email & Mobile No

3. **Annual Turnover (Rs. In Lacs)** :

4. **Type of products you are dealing in** :
with their Brand names

5. **Name of manufacturers whose** :
products you are dealing in

6. **Whether any of the manufacturers** :
have cancelled the agency or imposed
any penalty. Reasons for the same.

7. **List of existing Clients** :

8. **Whether any dispute/issues with** :
Clients for last 3 years.
Reasons for the same.

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9. **Whether registered for Sales Tax/Vat :
purpose. If so number & date of
registration. Attach copy of sales tax
certificate/VAT**

- 10 **Public ltd/ Sole Proprietor/ :
partnership. Please enclose
documents for relevance**

- 11 **Service Facilities available for :
Maintenance**

- 12 **Whether the establishment is :
Manufacturer/Distributor/Retailer.
Please attach relevant documents**

- 13 **Average quantum of stocks (in :
general) For batteries.**

- 14 **Whether you are promoter or partner :
in any Company dealing in similar
products**

- 15 **Whether you agree to replace the :
batteries found to be charging less or
giving lesser backup irrespective of
standard warranty conditions during
warranty period**

- 16 **Do you agree to all our Terms & :
Conditions as mentioned in the letter**

- 17 **Have you got any branches outside :
Gujarat**

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18 PAN NO. (attach copy) :

19 TAN NO. if any (attach copy) :

20 Any additional information if desired :
may be given

Checklist to be attached with Technical Bid:

1. VAT Certificate for 2011-12
2. Sales Tax registration Certificate
3. Sales Tax Clearance Certificate for 2011-12
4. Dealer Certificate/Manufacturer Certificate/Company Authorization Certificate
5. Battery ISO certificate
6. Support Centre list
7. PAN Copy
8. Security Deposit Demand Draft in favor of The Oriental Insurance Company Ltd payable at Ahmedabad.

Signature-----

Name -----

Address -----

Company -----

Date-----

Company Seal

19/11/11 19/11/11



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B. COMMERCIAL BID

Annexure 2.1

BID PARTICULARS:

1. Name of the Bidder:
2. Address of the Bidder:
3. Year of establishment :
4. Bidder's proposal number and date:
5. Name & address of the officer:
To whom all references shall be
Made regarding this tender

Telephone :
 Fax No. :
 Mobile :
 Email Id :

6. The price quoted will be valid for one year from the date of entering into rate contract.
State Yes/No:

Witness:

Signature-----

Signature -----

Name -----

Name -----

Address -----

Designation -----

Company -----

Company -----

Date -----

Date -----

Company Seal

31
 26/11/17
 18/11/17
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Annexure 2.2

Detail of cost of Goods

Item No.	Description of the battery	EXIDE** POWERSAFE Offer Price per battery ₹	Taxes ₹	Gross Price ₹	Buy Back Rate of old Battery ₹	Net Price ₹	Warranty period
SMF	12 V 17 AH						
SMF	12 V 26 AH						
SMF	12 V 42 AH						
SMF	12 V 65 AH						
SMF	12 V 70 AH						
SMF	12 V 100 AH						

Item No.	Description of the battery	QUANTA** POWERSAFE Offer Price per battery ₹	Taxes ₹	Gross Price ₹	Buy Back Rate of old Battery ₹	Net Price ₹	Warranty period
SMF	12 V 17 AH						
SMF	12 V 26 AH						
SMF	12 V 42 AH						
SMF	12 V 65 AH						
SMF	12 V 70 AH						
SMF	12 V 100 AH						

****You can attach separate sheets if necessary/required in same format as above. The above are only illustrative battery makes; you may quote for other standard make batteries also which specify our specifications of batteries.**

The price quoted should be inclusive of all taxes including TDS and Service Tax, all duties, all local levies, freight charges, transportation charges, installation/commissioning & testing charges, warranty charges and cost of interconnectors.

Witness:

Signature-----

Signature -----

Name -----

Name -----

Address -----

Designation -----

Company -----

Company -----

Date -----

Date -----

Company Seal

21/11/19
15/17
R. J. J.



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ANNEXURE A

Office Code	Office Name	Address	Address 2	Address 3 - Pincode	City	State
140000	RO AHMEDABAD	NAVJIVAN TRUST BUILDING, 3RD FL., B/H	GUJARAT VIDHYAPETH, OFF. ASHRAM ROAD	380014	AHMEDABAD	Gujarat
140011	SVC Ahmedabad	1ST FLOOR, KALIDAS CHAMBERS	NR DINBAI TOWER LALDARWAJA	380001	AHMEDABAD	Gujarat
140021	TP HUB Ahmedabad	THE OICL DO 1 AHMEDABAD	3 RD FLOOR , NAVDEEP BUILDING, NEAR INCOMETAX CHAR	380014	AHMEDABAD	Gujarat
141100	DO1 AHMEDABAD	THE OICL DO 1 AHMEDABAD	3 RD FLOOR , NAVDEEP BUILDING, NEAR INCOMETAX CHAR	380014	AHMEDABAD	Gujarat
141102	CBO 1 AHMEDABAD	2ND FLOOR, SUN COMPLEX,	SWASTIK SOCIETY, NR. STADIUM CIRCLE, C.G. ROAD,	380009	AHMEDABAD	Gujarat
141103	CBO 4 Ahmedabad	104, 106 SAHAJANAND SHOPPING CENTRE,	OPP, S.M. TEMPLE, SHAHIBAGU, AHMEDABAD	380004	AHMEDABAD	Gujarat
141200	DO2 AHMEDABAD	2ND FLOOR, KALIDAS CHAMBERS NR DINBAI TOWER LALDARWAJA	AHMEDABAD	380001	AHMEDABAD	Gujarat
141209	CBO 7 DAB Ahmedabad	DIRECT AGENT BRANCH, 3RD FLOOR, BOI BLDG, BHADRA	AHMEDABAD	380002	AHMEDABAD	Gujarat
141300	DO3 AHMEDABAD	3RD FLOOR, AGRAWAL CHAMBER,	OPP: TOWN HALL ELLISHBRIDGE	380006	AHMEDABAD	Gujarat
141305	CBO 3 AHMEDABAD	3RD FLOOR BANK OF INDIA BUILDING,	BHADRA,	380002	AHMEDABAD	Gujarat
141400	DO4 AHMEDABAD	SWASTIK CENTRE, NR MIRCH MASALA RESTAURENT	SWASTIK CHAR RASTA, C.G RD, AHMEDABAD-380009	380009	AHMEDABAD	Gujarat
141500	DO5 AHMEDABAD	2ND FLOOR, AMRUT JAYANTI BHAVAN,	NAVJIVAN P.O, B/H GUJARAT VIDYAPEETH	380014	AHMEDABAD	Gujarat
141503	CBO 8 AHMEDABAD	2ND FLOOR, AMRUT JAYANTI BHAVAN,	NAVJIVAN P.O, B/H GUJARAT VIDYAPEETH	380014	AHMEDABAD	Gujarat
141600	DO 6 AHMEDABAD	I ST FLOOR, SHALIN BUILDING,	NEHRU BRIDGE CORNER, ASHRAM ROAD,	380009	AHMEDABAD	Gujarat
141601	CBO 2 AHMEDABAD	I ST FLOOR, SHRIJI HOUSE	B/H M.J. LIBRARY, OPP. GUJARAT BHAVAN ELLIS BRIDGE	380006	AHMEDABAD	Gujarat
141700	DO 7 AHMEDABAD	3RD FLOOR H J HOUSE	NR RAMBAUG POLICE STATION, MANINAGAR AHMEDABAD -	380008	AHMEDABAD	Gujarat
141701	BO VIRAMGAM	1ST FLOOR	SUMERU COMPLEX NEAR S.T.STAND, VIRAMGAM	382150	VIRAMGAM	Gujarat

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142200	DO 1 RAJKOT	'DHIRAJ', OPP. R.N.S.B., DHEBAR ROAD, RAJKOT	H.NO 372, WARD NO.2 GUJARAT	360001	RAJKOT	Gujarat
142207	BO MORVI	K.S. SANGHVI BLDG., SARDAR ROAD,	NR. NEHRU GATE MORBI	363641	MORVI	Gujarat
142600	DO MEHSANA	1ST FLR, UMIYA SHOPPING CENTER,	HIGHWAY ROAD, MEHSANA	384001	MEHSANA	Gujarat
142605	BO PALANPUR	1ST FLOOR, SANSKRUT SHOPPING	ABU ROAD, PALANPUR	385001	PALANPUR	Gujarat
142606	BO UNJHA	MODI CHAMBERS, NR SARDAR HOSPITAL	STATION ROAD UNJHA	384170	UNJHA	Gujarat
142608	CBO MEHSANA	1ST FLR., JANATA SUPER MARKET, MEHSANA	RAJMAHAL ROAD MEHSANA	384007	MEHSANA	Gujarat
142609	BO DEESA	OPP : INDIRA GANDHI BHAVAN,	MAIN ROAD, DEESA. DIST. BANASKANTHA	385535	DEESA	Gujarat
142690	EC VIJAPUR	Shop no.23, 1 floor	Shivalik Plaza, Highway road, Vijapur	382870	VIJAPUR	Gujarat
142691	EXTENSION COUNTER PATAN	THE ORIENTAL INSURANCE CO. LTD.	SHOP NO: F 24, Tirupati Bazar, Nirma Circle, Highway, PATAN	384265	Patan	Gujarat
142700	DO BHAVNAGAR	#209, KAVERI SHOPPING COMPLEX	IIND FLOOR, PB NO 142 NAVAPARA, BHAVNAGAR	364001	BHAVNAGAR	Gujarat
142701	BO AMRELI	2ND FLOOR	AKAR COMPLEX NR MUNICIPAL GIRLS' SCHOOL	365001	AMRELI	Gujarat
142702	BO DIU	,MAIN BAZAR, PINCODE : 362520	CONTACT NO : (02875) 252301, (02875) 254573	362520	DIU	Gujarat
142800	DO JUNAGARH	117-MANGAL MURTI, JAWAHAR ROAD	JUNAGARH	362001	JUNAGADH	Gujarat
142801	BO PORBANDAR	NR. STATE BANK OF INDIA	PORBANDAR	380575	PORBANDAR	Gujarat
142802	BO DHORAJI	GALAXY CHAMBERS, 1ST FLOOR,	STATION ROAD, DHORAJI.	360410	DHORAJI	Gujarat
142803	BO VERAVAL	NEAR MUNICIPAL LIBRARY,	BUNDER ROAD,	362265	VERAVAL	Gujarat
143100	DO HIMATNAGAR	1ST FLOOR, BHAGWATI AVENUE	ABOVE EXPERT YAMAHA MOTIPURA	363001	HIMMATNAGAR	Gujarat
143102	BO IDAR	THE ORIENTAL INSURANCE COMPANY LIMITED	1ST FLOOR, THE IDAR TALUKA CO-OPERATIVE PURCHASE & SALES	383830	IDAR	Gujarat
143103	BO MODASA	Block No E, 2nd floor	Balaji Complex, malpura road Modasa, district sabarkatha	383315	MODASA	Gujarat

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143190	EXTENSION COUNTER TALOD	THE ORIENTAL INSURANCE CO. LTD.	Shop No.3103/GF, Purshottam Park, Nr. State Bank of India, Mataji Chowk. At.	383215	TALOD	Gujarat
143600	DO GANDHINAGAR	PLOT NO. 908 SECTOR NO-21	PARTH BUILDING NEAR KALPATARU PETROL PUMP	382016	GANDHINAGAR	Gujarat
143601	BO KALOL	RELIEF MARKET VEPARI JIN	NEAR S.T.STAND, OPP. UNION BANK OF INDIA KALOL	382721	KALOL	Gujarat
143602	DAB GANDHINAGAR	PLOT NO. 440	SRI KRISHNA KUNG, NEAR PETROL PUMP SECTOR 16	383016	GANDHINAGAR	Gujarat
143690	EC KADI	18/A DIANMPND PARK THOL ROAD	KADI DISTT MAHESANA	382715	MEHSANA	Gujarat
143700	DO JAMNAGAR	THE ORIENTAL INSURANCE COMPANY LIMITED	SWAGAT, 3RD FLOOR, OPP HOTEL REGENCY P N MARG, JAMNAGAR.	361008	JAMNAGAR	Gujarat
143701	BO GANDHIDHAM	PLOT NO. 10, DARSHAN CHAMBERS, SECTOR 1A.	GANDHIDHAM KUTCH	370201	KUTCH	Gujarat
143702	BO BHUJ	3RD FLOOR, PARASNATH CHAMBERS.	NEW STATION ROAD, BHUJ PHONE: (02832) 220212	370001	BHUJ-KUTCH	Gujarat
143900	DO 2 RAJKOT	MALAY TRADE CENTRE	OPP JIVAN COMMERCIAL BANK DHEBAR ROAD, RAJKOT	360001	RAJKOT	Gujarat
143901	BO SURENDRANAGAR	KACHWALA BUILDING, JAWAHAR CHOWK,	SURENDRANAGAR	363001	SURENDRANAGA	Gujarat
143990	EC METODA	NO.9, Viral Avenue, plot no. G-8, Metoda GIDC	Village Metoda, Ta Lodhika, Dist Rajkot METODA	360035	METODA	Gujarat

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