

भारतीय लघु उद्योग विकास बैंक

सवर्भ सघ 314/2016/1113/एच.ओ.1/आईटीवी / सिडबी /आई टी वी /165

दिनाक्तः 02 सितम्बर, 2015

प्रस्ताव निवेदन (आरएफपी) - लखनऊ में यूपीएस की आपूर्ति और स्थापना

सिडबी अपने सिडबी टॉवर, 15 अशोक मार्ग, लखनऊ, 226001, स्थित लखनऊ कार्यालय के लिए 1 नप्र 20 केवीए यूपीएस 1 घप्टे के बैकअप समय के साथ, की खरीद करने का इरादा रखता है। इस सद्यध्य में आपसे, अनुबध्य में दिये प्रारूपों के अनुसार, प्रस्ताव प्रस्तुत करने का अनुरोध हैं:

Annexure I : न्यूनतम पात्रता मानद्रष्ठ

Annexure II : सामान्य नियम और शर्तें

Annexure III : यूपीएस के तकनीकी विनिर्देश

Annexure IV : वाणिज्यिक बोली प्रारूप

Annexure V : तकनीकी बोली प्रारूप

Annexure VI : पूर्व योग्यता बोली प्रारूप

Annexure VII : बैंक अधिदेश फॉर्म

Annexure VIII : निर्माता प्राधिकार फार्म

तकनीकी और वाणिज्यिक बोलिया□दो अलग नॉन-विद्वो लिफाफे में क्रमश "लखनऊ में यूपीएस की खरीद के लिए तकनीकी बोली" और "लखनऊ में यूपीएस की खरीद के लिए वाणिज्यिक बोली" के साथ प्रस्तुत की जाये । इसके अलावा तकनीकी बोली के साथ, पूर्व योग्यता बोली और निर्माता प्राधिकार फार्म, भी शामिल करे । सभी प्रस्ताव 25 सितम्बर 2015 की शाम 5:30 बजे या पहले, नीचे दिए गए पते पर प्रस्तुत किये जाने चाहिए:

सहायक महाप्रबध्धक (सिस्टम्स)

भारतीय लघ् उद्योग विकास बैंक

सिडबी टॉवर,

15 अशोक मार्ग,

लखनऊ, 226001

फोन : 0522-2286376

सिडबी बिना कोई कारण बताए, किसी भी समय, किसी भी बोली को स्वीकार या अस्वीकार करने का अधिकार सुरक्षित रखता है।

भवदीय

हस्ताक्षर

[आशू तिवारी]

उप महा प्रबधाक

SMALL INDUSTRIES DEVELOPMENT BANK OF INDIA

Ref. No.: 314/2016/1113/HO1/ITV/ SIDBI/ ITV/ 165 Date: September 02, 2015

Request for Proposal (RFP) - Supply and Installation of UPS at Lucknow

SIDBI intends to procure 1 no. 20 KVA UPS with a back up time of **1 hour** for its Lucknow office situated at SIDBI Tower, 15 Ashok Marg, Lucknow, 226001. In this connection you are requested to submit the proposal as per formats given in the following Annexure:

Annexure I : Minimum eligibility criteria
Annexure II : General Terms and Conditions
Annexure III : Technical Specifications of the UPS

Annexure IV : Commercial Bid Format Annexure V : Technical Bid Format

Annexure VI : Pre-qualification Bid Format

Annexure VII : Bank Mandate Form

Annexure VIII : Manufacturer Authorisation Form [MAF]

The technical and commercial bids to be submitted in two separate NON-Window envelopes, superscribing "Technical Bid for purchase of UPS at Lucknow" and "Commercial Bid for purchase of UPS at Lucknow" respectively. Further, the technical bid should contain Pre-qualification bid and MAF. The proposals completed in all respect must be submitted on or before closing hours (5:30 p.m.) of 25 September 2015 at the address given below:

Assistant General Manager(Systems) SIDBI, SIDBI Tower, 15, Ashok Marg, Lucknow, 226001 Ph: 0522-2286376

SIDBI reserves the right to accept or reject any bid at any time without assigning any reasons thereof.

Yours faithfully

Sd/-

[Ashoo Tiwari] Deputy General Manager

Encl : As above

Annexure I Minimum Eligibility Criteria

Minimum Eligibility Criteria

The Bidder:

- a. should be Original Equipment Manufacturers (OEM) / Authorised Dealer (AUD).
 - Bidders quoting as Authorised Distributors/dealers of the manufacturer, will be considered provided:
 - The Bidder furnishes Authorisation from the Manufacturer in respect of UPS
 - The Bidder as authorised agent, has supplied installed and commissioned UPS and batteries of the kind required by the Bank and has provided after sales service satisfactorily and such UPS must be in satisfactory operation for at least 2 years on the date of Bid opening and must be providing annual maintenance services for the above installations.
- b. should be a Registered Company.
- c. should be in existence in UPS sales and services business for the last five (5) years
- d. should have minimum average turnover or Rs.15 Crore per annum from the sale of UPS during the last three (3) years ending March 2015, in case of Bidder not himself the manufacturer. If it is OEM, then turnover should be at least 50 Crore per annum from the sale of UPS during the last three (3) years ending March 2015.***
- e. Should be a cash profit making company for at least 2 years out of last 3 years as evidenced from the balance sheets.
- should have direct support center at Lucknow.
- g. should have successfully delivered and installed at least 10 UPS during last 2 years (August 2013 onwards) out of which at least 2 UPS of similar configuration.
- h. should submit the brochure of the proposed UPS.

***If audited figures for any FY are not available, provisional figures may be provided. Supporting the fact the bidder should furnish auditor's certificate for last three years ending March' 2015.

Annexure II General Terms and Conditions

1. Cost Details:

The price should include all levies/ taxes like Service tax, Sales Tax, VAT, Transportation, Customs, Excise, traveling charges, support service during warranty etc along with installation of new UPS and removal of all items under buy-back. **Octroi / Entry Tax**, if applicable, will be reimbursed extra as at actuals, on production of receipt which should be in the name of SIDBI. SIDBI will not be in a position to supply Form-C or Form-D and vendor will have to arrange for Form 31 or 32 or any other road permit, if required, on behalf of SIDBI.

2. Period of validity of bids Date till which the bids should be valid

90 days from the last date of submission of tender document ie., till **December 25, 2015** and shall be binding on the bidder, if Bank chooses to place the purchase order (PO) or repeat order(s), on or before that date. Bank, however, reserves the right to call for fresh quotes at any time during the period, if considered necessary.

3. Payment Terms:

The standard payment terms of SIDBI are given below.

- 1. 90% after delivery and verification of items at .
- 2. 10% after acceptance of UPS by SIDBI and submission of Performance Bank Guarantee equivalent amount of 10%, valid for a period of 13 months from the date of Acceptance.

Vendor will be required to furnish the documentary proof of delivery and installation and acceptance duly signed by SIDBI while claiming the payment.

Others:

Buy-back details of old items and AMC Charges for a period of **5 years** [with same scope as warranty] after expiry of warranty will be considered for calculating **TCO**.

4. Terms of Delivery:

All items should be delivered within <u>Three weeks (21 days) from the date of purchase</u> <u>order at respective SIDBI offices.</u> The exact address of the delivery location is as under:

Assistant General Manager(Systems) SIDBI, SIDBI Tower, 15, Ashok Marg, Lucknow - 226001

Vendor will have to verify all the items within two days from the date of delivery in the presence of SIDBI officials.

5. Insurance:

All the ordered hardware items should be insured till **one month beyond the date of delivery** at the respective location.

6 Penalty for Default Delivery:

If the vendor fails to deliver the items within three weeks (21 days) from the date of the order, SIDBI will impose a penalty of 1% of the order value for the late delivered item for each weeks delay or part thereof, subject to maximum of 10% of value of the late delivered items. In case the delay exceeds five weeks, SIDBI reserves the right to cancel the order. In such an event vendor will not be entitled to or recover from SIDBI any amount by ways of damages, loss or otherwise.

7. Scope of Work, Installation & Acceptance:

- ✓ Delivery of UPS, Batteries and related software/accessories.
- ✓ Installations and configuration of the UPS at Lucknow within 2 weeks of delivery.
- ✓ Conduct test and checks and also demonstrate all the features of the UPS (like load, metering, indicators etc.) to SIDBI Officers.

The Hardware/Software will be deemed to be accepted only after it is configured to SIDBI's requirements as given above.

8. On-site comprehensive warranty:

The vendor will warrant the UPS, batteries and accompanied software/accessories against defects arising out of faulty design, materials and media workmanship etc. for a period of **one year** from the **date of acceptance**. The vendor will provide support for all components and software during the warranty period. Defective hardware shall be replaced by the vendor at his own cost, including the cost of transport. Vendor's hardware engineer will report at SIDBI office within two hours of reporting of breakdown through telephone/email or Fax or courier at the vendor's nearest office and repair the same at the earliest. The downtime of a machine at any location should not exceed 5% in a month. The monthly downtime percent of a machine should be calculated as under:

Available hours = No. of working days X 8

If the downtime percentage exceeds 5% in a month, the warranty period for the hardware will be extended accordingly.

Preventitive maintenance will be done on quarterly basis by vendor.

9. Post Warranty Maintenance:

The selected vendor will enter into AMC (Annual Maintenance Contract) with SIDBI, if so desired by SIDBI, for post warranty maintenance, at a rate agreed at the time of purchase. The hardware supplied should be maintained by the vendor for at least 5 years after the expiry of warranty period.

10. Performance Bank Guarantee:

The Vendor will furnish an unconditional Bank Guarantee, executed in Lucknow, of an amount equivalent to 10% of contract value and valid for a period of 13 months from the date of acceptance of the hardware for indemnifying SIDBI against any default / failure in execution of contract, as per the format provided by SIDBI. Proforma of the bank guarantee shall be provided to the contracted vendor at the time of placing the order.

11. MSME Category:

The Vendor in the their proposals are required to indicate their MSME status as per the following definition:

Enterprise Category	Manufacturing (Original Investment in P&M)	Services (Original Investment in Equipment)
Micro	Up to Rs.25 lakh	Up to Rs.10 lakh
Small	Upto Rs.500 lakh	Upto Rs.200 lakh
Medium	Upto Rs.1000 lakh	Upto Rs.500 lakh

12. Bank Mandate Form:

The Vendor is required to provide Bank Mandate Form in the prescribed format as per Annexure VII.

13. Force Majeure:

If the performance as specified in this order is prevented, restricted, delayed or interfered by reason of Fire, explosion, cyclone, floods, War, revolution, acts of public enemies, blockage or embargo, Any law, order, proclamation, ordinance, demand or requirements of any Government or authority or representative of any such Government including restrict trade practices or regulations, Strikes, shutdowns or labour disputes which are not instigated for the purpose of avoiding obligations herein, or Any other circumstances beyond the control of the party affected, then notwithstanding anything herebefore contained, the party affected shall be excused from its performance to the extent such performance relates to prevention, restriction, delay or interference and provided the party so affected uses its best efforts to remove such cause of non-performance and when removed the party shall continue performance with utmost dispatch.

14. Arbitration:

In the event of a dispute or difference or difference of any nature whatsoever between the vendor and SIDBI during the course of the assignment arising as a result of this order, the same will be referred for arbitration to a Board of arbitration. This Board will be constituted prior to the commencement of the arbitration and will comprise two arbitrators and an umpire. Vendor and SIDBI will each nominate an arbitrator to the Board and these arbitrators will appoint the umpire. Arbitration will be carried out at a place mutually decided by Vendor and SIDBI.

15. **Indemnity**:

The vendor will indemnify SIDBI against any claims due to vendor's violation of any patents and copy rights, in such a form as prescribed by SIDBI.

16. Contact Information:

Should you require any further clarifications, you may contact Shri Akok Sinha AGM(Systems), SIDBI, Lucknow.

Annexure III Technical Specifications of 20 KVA UPS

A. General					
UPS rating	20 KVA				
Topology	True On-line Pulse Width Modulation(PWM) Technology with IGBT's				
B. INPUT					
Voltage	400V AC				
Input Voltage Range	-20% +20%				
Input Frequency range	47-53 Hz				
Power factor	>= 0.80				
Phase	3 phase, Four wire				
C. OUTPUT	•				
Rated Power	20 KVA				
Frequency	50 Hz				
Voltage	220/230 V AC				
Voltage Regulation	+/- 1 %				
Phase	Single				
Overload	120% for 10 min ; 150% for 10 sec				
Waveform	Sine Wave				
Response Time	<60 milli sec to reach within +/- 2 %				
Inverter effeciciency	>=80%				
D. BATTERY					
Туре	Sealed maintenance free with battery rack, switch and connectors				
Backup	1 hour at full load				
Recharge time	8-10 hours				
Battery Brand	Exide/ Panasonic/ Amron				
Minimum VAH Required	24,960 VAH				
E. Other Requirement					
Indicator to show status of :	Mains on, Inverter on, Battery on charge, Battery over/ under voltage, UPS Overload, Phase fail, Over Heat				
Protections	Mains Over/Under Voltage, Phase Fail, DC Over/Under Voltage, Inverter Over/Under Voltage, Inverter Overload, Overheat, Built-in Soft/Cold Start and Snubber Circuits for Devices.				
Isolation transformer	Yes				

ANNEXURE IV FORMAT - Commercial Bid

UPS Brand/Make:	
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(Rupees)

Description	Quantity	Total Price (inclusive of all Taxes)
UPS - 20 KVA(including 1 year warranty)	01	
Batteries (20 KVA UPS)		
Buy back cost of two old UPS (30 & 10 KVA Numeric Brand) (including old batteries)		
AMC Rate	%	
AMC Amount for 5 years (After 1 year wa		
Grand Total		

Note:

- i. All prices should be inclusive of all levies/ taxes like Service tax, Sales Tax, VAT Transportation, Customs, Excise, traveling charges, support service during warranty etc along with installation of new UPS and removal of all UPS items under buy-back.
- ii. Prices quoted above should be valid for a period of 90 days from the date of submission of the proposals.
- iii. There are two Old UPSs (one 30 KVA and one 10 KVA) purchased in August 2002, which are in use at SIDBI Lucknow office.
- iv. L1 vendor would be arrived based on Grand Total ie.,

[(Cost of new UPSs (incl. 1 year warranty) + new batteries + AMC for 5 years) minus (cost of old UPS (including old batteries)]

Organization	
Name	:
Designation	
Signature	:
Date	:
Place	:
******	***************************************

ANNEXURE V FORMAT - Technical Bid

UPS brand/wake:	UPS Brand/Make:	
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A. General	
UPS rating	
Topology	
B. INPUT	
Voltage	
Input Voltage Range	
Input Frequency range	
Power factor	
Phase	
C. OUTPUT	
Rated Power	
Frequency	
Voltage	
Voltage Regulation	
Phase	
Overload	
Waveform	
Response Time	
Inverter effeciciency	
D. BATTERY	
Туре	
Backup	
Recharge time	
Battery Brand	
Minimum VAH Required	
E. Other Requirement	
Indicator to show status of :	
Protections	
Isolation transformer	
Configuration requirement	

^{**} Note: Please attach printed brochures where ever necessary in support of your offering ***To be filled in accordance of Technical specification requirement given in Annexure III

Annexure VI

Pre-Qualification Bid

[all fields to be filled in duly and proof of the same to be attached separately, to be submitted with technical bid]

A. Pre-qualification

Nam	ne of the Bidder	
Add	ress of the Bidder	
<u> </u>		
-	phone: Fax:	e-mail: website:
1	Contact Details of the Person authorised to mak	Re commitments to SIDBI
	Name	
	Designation	
	Mobile No.	
	FAX No.	
	E-mail id	
2	Classification	
	Tick the appropriate box and attach MAF form as p	per format given in Annexure VIII]
	OEM	
	AUD	
	If, AUD, specify the Name and address of	
	OEM	
3	Company Details [Registration certificate to be en	nciosed] T
	Type of Company	
	[Govt/PSU/Pub.Ltd/Pvt ltd/ Partnership / Propritory.]	
	Registration No., and date of registration	
	Year of Incorportation / Establishment	
	Sales Tax Number [copy to be enclosed]	
	Income Tax Number [copy to be enclosed]	
	MSME Status:	
	Company does not qualify the status of	
	MSME.	
	Company does qualify the MSME status. MSME status.	
	<pre><ple><ple><ple><ple><pre><pre><pre><pre><pre><pre><pre><pr< td=""><td></td></pr<></pre></pre></pre></pre></pre></pre></pre></ple></ple></ple></ple></pre>	
	Accountant>.	
4	Financials [fill in the details and attach proof of the	l e samel
<u> </u>	Turnover [in lakh]	
	2014-15	
	2013-14	
	2010-14	

	Profit before tax [in lakh]						
	2014-15						
	2013-14						
	2012-13						
5	Service Support						
	Whether Local Support						
	Available at Lucknow						
	[Yes / No]						
	Address and Telephone						
	No.						
	Working Days and hours						
	No of support engineers						
6	References [to attach prod	ot] (with Names of contact persons	thoir docions	ations, complete post	al addrace	talanhana tay	tolox and a mail
		tion etc) to whom similar equipm					
		13-August 2015) and to whom					
	after sales support ability.			•			
	Name	Address and Contact Details	UP	S Supplied Details	5	PO details	
			Make	Capacity	Qty	PO No and	
						[attach PO ma	sking price]

Date	:	Signature with Seal

Annexure VII

बैंक अधिदेश फ़ॉर्म / **BAK MADA**E FORM

(दो प्रतियों में प्रस्तुत किया जाए / To be submitted in Deplicate)

(कृपया सूचनाएँ साफ अक्षरों में भरें। जहाँ-कही□लागू हो, उस पर सही का निशान लगाएँ।)

(Presse fill in the information in CARTAL L⊟TLENS Presse TIOK wherever it is applicable)

 उधारकर्ता/विक्रेता/आप श्विक व िकारिक । 	पूर्तिकर्ता का नाम / vertb r / suplie r	:				
2. उधारकर्ता/विक्रेता/आ	- Vendor Code (if appli पूर्तिकर्ताकापता rrower/vendor/su					
नगर ∕ Cty	- - <u>पि</u>	नकोड Pin Code				
	Emailid साथ दूरभाष सा⊿ Phone bile No	Nowith STDccde_				
	इया/Permanent Account					
एमएसई प्रमीकर	ण∕सीए प्रमाणपत्र∕ प्रि ह	•				
 बैंक खाते का विवरण 		(यदि लागू हो∕if क्मी rk ककार्स	icabe)			
हिताधिकारी का नाम	/ ratimasu La	ikawi:				
Beneficiary Name						
बैंक का नाम Bank Name			शाखा का नाम Branch Name			
शाखा का स्थान Barch			शाखा का नगर			
Præ			Branch City			
पिनकोड PN			शाखा कूट Barch			
Code			Code			
एमआईसीआर स□ MC R N o						
खाते का स्वरूप Account	बचत / Sawing		चाल्⁄Crrent	नक़द उधार	Cash	
type				Credit		
खाता सा। Account No	(जैसी चेकबुक में अफ्रिक् appearing in the O					
(बैंक से आपूर्त एमआईसी3	भार ¹ चेक पर अक्रित कूट	साध्या। कृपया यह सु	निश्चित करने के लिए वि	के बैंक का नाम,	शाखा का नाम	
एव⊔कूट तथा खाता साड्या		•				
(Code number appearing	-				ed cheque of	
your bank for ensuring	<u> </u>	erk nene, branch ne				
आईएफ़एससी क्ट ² आर	टीजीएस अम्ररण के		एनईएफ़टी असरण के रि	लेए		

IFSC CODE	लिए	For FTCS	For NEFT transfer	
	transfer			

4. अधिदेश के प्रभावी किए जाने की तिथि

Date from which the nandate should be effective:

मैं एतद द्वारा घोषित करता हूँ कि ऊपर दिए गए विवरण सही और पूर्ण हैं। यदि अपूर्ण या गलत सूचना के कारण लेनदेन (भृगतान) में कोई बिलम्ब होता है या भुगतान नही⊔हो पाता है, तो मैं <mark>सिडबी ∕ आईडीबीआई बैंक को उसके लिए उत्तरदायी</mark> नही□बनाऊँगा। मैं यह भी वचन देता हँ कि यदि मेरे खाते के विवरण में कोई परिवर्तन होगा, तो मैं उसकी सूचना दूँगा, ताकि भा.रि.बैंक के आरटीजीएस/एनईएफ़टी के माध्यम से राशि जमा किए जाने के प्रयोजन के लिए अभिलेख अद्यतन किए जा सकें।

I hereby ded are that the particulars given above are correct and complete. If any transaction is delayed or not effected for reasons of incomplete or incorrect information I shall not hold SDB / IDB Bank responsible I also undertake to advise any drange in the particulars of my account to facilitate updation of records for purpose of credit of amount through RB RGS NETT.

स्थान / Pace :						
दिनाक्व / चिंt e :	पार्टी/प्राधिकृत हस्ताक्षरकर्ता के हस्ताक्षर					
	Sgrature of the party / Authorized Sgratory					
	पर दिए गए विवरण हमारे अभिलेख के अनुसार सही हैं। rs furnished above are correct as per our records					
बैंक की मुहर ⁄ Barks stamp	:					
दिनाक्त / दि te	:					
	(बैंक के प्राधिकृत अधिकारी के हस्ताक्षर					
	(Signature of the Authorized Official from the Barks					

टिप्पणी : यदि आरटीजीएस/एनईएफ़टी सब्बंबी कोई प्रभार होगा, तो उसका वहन पार्टी करेगी।

NB: RICS NET charges if any, is to be borne by the party

आईएफ़एससी/एमआईसीआर के बारे में टिप्पणी

भारतीय वित्तीय प्रणाली कृट एक अक्षराक्रीय/वर्णांकीय कृट है, जो भारत में किसी बैंक-शाखा की अनन्य रूप से पहचान के लिए बनाया गया है। यह 11 अक्तों का कूट है, जिसमें प्रथम 4 अक्षर बैंक के कूट को दर्शाते हैं, जबकि पाँचवाँ अक्त नियन्नण अक्त के रूप आरक्षित है (वर्तमान में पाँचवें स्थान पर 0 है) तथा शेष अक्क शाखा की पहचान हैं। चेक पर अक्रित एमआईसीआर कूट (चुम्बकीय स्याही अक्क पहचान) में 9 अक्क होते हैं, जिनसे बैंक-शाखा की पहचान होती है। भा.रि.बैंक ने सभी बैंकों को सूचित किया है कि वे अपने ग्राहकों को जारी किए जाने वाले चेक पत्रकों पर आईएफ़एससी मुद्रित कराएँ। कोई ग्राहक भी अपनी बैंक-शाखा से सप्तर्क कर उस शाखा का आईएफ़एस कूट प्राप्त कर सकता है।

Note on IFSC / M/OR

Indian Financial System Code (IFSC) is an alpha numeric code designed to uniquely identify the bank-branches in India. This is 11 digit code with first 4 characters representing the banks code, the next character reserved as control drawater (presently o appears in the fifth position) and remaining 6 drawaters to identify the branch. The MOR code, (Magnetic link Character Recognition) that appears on cheques, has 9 digits to identify the bank-branch RB had since advised all the banks to print IPSC on cheque leaves issued to their customers. A customer may also contact his bank-branch and get the IFS Code of that branch

Annexure VIII

Manufacturers Authorisation Form [MAF] [to be submitted along with Technical Bid]

Ref. No:				Date	:		
To,							
Assistant General Manager(Systems) SIDBI, SIDBI Tower, 15, Ashok Marg, Lucknow - 226001							
Dear Sir,							
Sub: RfP Nodated	fc	or su	pply of	UPS	and acces	ssories	
havingdo hereby authorise M/s	factories	at					. and
bid and sign the contract with you for the goods madated			•			-	
We hereby extend our full guarantee and v conditions of the RfP for the goods and services offer	• •						rms and
						Yours	faithfully
					[Name o	f the manu] facturer
Note: This letter of authority should be on the person competent and having the power of the bidder in its bid.							

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