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**MUNICIPAL CORPORATION BHLAI**  
G. E. Road , Supela Bhlai (C.G.) 490023  
NIT (Financial Offer)

Name of Work :- Annual Maintenance of UPS at Municipal Corporation Bhlai

S.no	Name Of Item	Qty.	Rate Per Item	Total Amount in figures	Total Amount in words
1	UPS Servicing & Repairing Charges(650 Va microtek,numeric,iball,etc	50			
2	UPS Servicing & Repairing Charges (1KVa)	1			
3	Online UPS Servicing & Repairing(3Kva,5kva.)	2			
4	Providing and Fixing of New UPS Battery(12V - 7Ah) (Exide, Luminous) With Exchange of Old Battery.	42			
5	Providing and fixing of UPS Circuit Board For Ups (550Va)	30			
6	Providing New UPS 650Va (Microtek, Numeric) With Exchange Of Old UPS	10			
<b>TOTAL</b>					

**NOTE:**

- 1 Rate Shall be inclusive of all taxes, levies,gst, service taxes, etc.
- 2 Items shall be procured as per requirement only.
- 3 Quantity of item may vary as per actual requirement.
- 4 Buy Back/Exchange of old item as per condition of old item

Seal & sign of Agency



**Executive Engineer(Computer)**  
Nagar Palik Nigam Bhlai (C.G.)

## NAGAR PALIK NIGAM BHILAI(C.G.)

G.E. Road,Supela,Bhilai Distt.Durg

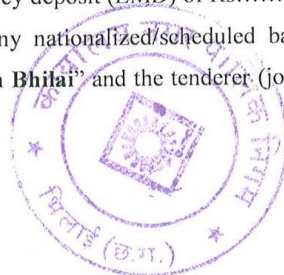
Website : [www.bhilainagarnigam.com](http://www.bhilainagarnigam.com)

Mail : [datacenter.bmc@gmail.com](mailto:datacenter.bmc@gmail.com)

Name of work:- Annual Maintenance of UPS at Municipal Corporation Bhilai

### GENERAL TERMS AND CONDITION OF THE TENDER:-

1. The agency must have previous experience in maintenance & repairing work of UPS & Supply of UPS in Govt. /semi govt. /local body Organization/PSU and.
  - Performance certificates from existing above clients (Organizations) and proof of VAT registration under commercial Tax department, service tax department must be attached.
2. Tenderer must be in existence for over 1 Years in the trade with the reasonable amount in maintenance business (Service business turnover).
3. Performance certificates, work order from the existing above clients (Organizations) must be attached.
4. The contract will be valid for a period of one year from the issuance of work order after completion of tender agency must be intimated to the officials of this office in written well in time and proper hand over and taking over must be done by agency. Time period of 3 month may be extended on mutual consent on the same terms & conditions.
5. Tenderer should submit their tender through Registered post or speed post or by hand only to reach in the office of the executive engineer (computer) Nagar Palik Nigam Bhilai. The tenderer Can Purchase the tender document in the office of the Executive Engineer (Computer) Nagar Palik Nigam Bhilai . The Tenderer will have to submit the application for issue of tender document in the office of the Executive Engineer (Computer) Nagar Palik Nigam Bhilai.up to 11/5/2022 at 5.30 PM.
6. Telegraphic and conditional tenders without earnest money will not be accepted.
7. All offers shall be received on 11/5/2022.up to 5:30 P.M. only in the office of the Executive Engineer (Computer) Nagar Palik Nigam Bhilai.
8. In envelope "A" The earnest money deposit (EMD) of Rs. 2000/- (Rs. Two thousand only) in the form of FDR of any nationalized/scheduled bank in favor of " **Executive Engineer (Computer), Nagar Palik Nigam Bhilai**" and the tenderer (jointly) has to be submitted along with the



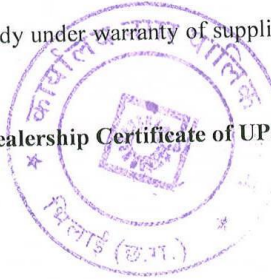
- bid. Without EMD, bids will not be entertained at all. EMD in any other form shall not be accepted and no bidder would be granted exemption from deposition of EMD.
9. The tender should enclose all the certificates and EMD in envelope "A". All the envelopes shall be sealed separately. First of all envelope "A" will be opened. Envelope "B" will be opened only after earnest money is found correct. Envelope No, "B" shall contain commercial bid in a prescribed format as given in Annexure. All the two envelop should be kept inside a separate sealed envelope.
  10. The decision of Commissioner Nagar Palik Nigam Bhilai will be final and binding in case of any dispute.
  11. The successful tender has to enter into agreement within a period of 7days from the date of receipt of the intimation of offer failing which the offer may be withdrawn and the EMD may be forfeited.
  12. The tender should obtain at his own cost, first hand information of the assignment and local conditions and Acts, Rules, instructions and procedures applicable and make independent assessment after paying a visit to the municipal corporation bhilai office.
  13. If the tenderer withdraws his tender before the date of letter information him about the acceptance of the tender or the tenderer backs out from the work after executing agreement and issue of work order, his earnest money deposit will be forfeited.
  14. No escalation in rate will be allowed and no claim on delayed payment owing to unavoidable reason will be entertained.
  15. The tender document forms a part of the agreement and each page of the bid document is to be signed by the tender, as a token of acceptance of the terms and conditions of the bid document, as enclosed to the tender paper.
  16. The rate shall have to be quoted in both words and figures. Scoring, overwriting, interpolating, cutting should preferably be avoided by the tenderer to avoid complications.
  17. The right to terminate the contract at any time if the work is not found satisfactory, after giving reasonable opportunity of hearing is reserved.
  18. It may also be noted that in case of contractor backing out in midstream without any explicit consent of this department, he will be liable to recovery at higher rates vis-à-vis, those contracted with it. This may have to be incurred by this Department on maintenance of machines from the balance period of contract through alternative means.



19. If above act of backing out would automatically debar the agency from any further dealing with this Department.
20. A agency black listed by any Govt. office / semi govt./local body will not be eligible to participate in this tender. An undertaking to this effect will be given at the time of submitting the tender.
21. Tender received after due date, those received without sealed cover and rates not be accepted. The Nagar Nigam Bhilai reserves the right to reduce or increase the number of items offered for maintenance contract during the currency of the AMC.
22. The rates quoted should be net and no discount, free services/ offers quoted will be considered. For the purpose of clarity it is brought to the notice of the agency that Department will not be responsible for damage caused to equipments due to electric fluctuations. As such rates quoted should take care of such damages.
23. The amount of AMC includes Tax and other tax levies by agency.
24. Contract amount shall be paid to the agency after every three months in four parts.
25. The lowest total quoted tender will be accepted as the successful tender.
26. If the quality of execution of work is found inferior to one that is desirable, it shall be rejected and should be replaced/executed at the cost and risk of the tender.
27. In case the agency is not able to complete the job or any part of the job as specified, nigam will be free to get work done form other party at higher and the cost difference will be recovered from the bidder.
28. Commissioner municipal Corporation bhilai reserves the right to terminate the contract by giving notice of one month without any financial obligation on both sides. In the event of cancellation of contract, the payment for services actually carried out will be made on pro-rata basis for the period during which service was provided.

**SPECIAL TERMS AND CONDITION OF THE TENDER:-**

29. The contract will be done for approximately 50 number of UPS installed in main office and other 6 Zone offices
30. At present UPS, which are already under warranty of suppliers, are excluded in the annual Maintenance Contract.
31. **Agency must have Reseller/ Dealership Certificate of UPS supply.**



32. At the time of Repairing of UPS, Agency will have to give AlterNet UPS to Nigam Bhil..
33. There will be Buy back policy/ Exchange of old battery of UPS, also supply of new UPS in place of old UPS.
34. The agency will prepare service report for each of the UPS to be taken under AMC and preventive maintenance with special cleaning of the UPS from outside with liquid cleaner, vacuum cleaner and inside will be carried out on quarterly basis. A Preventive Maintenance Report from the user would be submitted to the data center at the end of the month.
35. The service engineers would take up any reported fault within one hour. As far as possible, the repairs would be carried out on-site itself. However in case, the equipment is taken to the workshop, the agency would provide stand-by for the same. Also stand-by inventory of UPS should be kept in the Department.
36. Any change taking place must be intimated to the officials of this office time proper handling over and talking over must be done by your engineers itself.
37. If, any UPS is not repaired within one day, the agency will provide a stand by UPS within 1 day, otherwise a penalty of Rs. 200/- (Rupees Two Hundred Only) per day or part thereof will be charged for delay beyond the two days till such time the UPS accessories are repaired.
38. It will be responsibility of the agency to keep all ups and its peripherals in working condition. The last quarter AMC charges will be made only after the agency hands over the equipments and peripherals to this Department in working condition.



### TECHNICAL BIDDING

The technical bids should include the following/documents:-

1. The date of commissioning of the agency and a certificate of its continuous functioning in the maintenance business. Please enclose a certified photocopy of the Company's Registration, VAT, service Tax registration.
2. Indicate whether the agency is the authorized service provider for branded UPS. If yes, please attach certified photo copies of all the supporting documents.
3. Please provide the details of maintenance contracts executed by the agency during the last one years. Specifically, highlight those in the Government /semi government/local bodies/ PSU sector.

S.No.	Name and address of the agency with telephone No.	Details of equipment and Nos. (Network servers & clients) & other peripherals	No. of resident engineers provided	Contract Value (Rs.)

4. Details and qualification of tenderer and service Engineers :-

S.No.	Name (S)	Technical Qualifications	Area of specialization	No. of years of experience in UPS maintenance	date of joining the agency

5. Indicate whether the agency has expertise in maintaining UPS of different brands and vintage. If so, provide supporting document.

6. Attach performance certificates from the existing Government clients/ semi Govt./ Local body.

7. Details of FDR Bank No.-..... Date :.....

Drawn on Bank :.....

