

The Calicut City Service Co-Operative Bank Ltd.
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Quotation No. CCSCB/IT/ T/Q 14 /2022 Dated 31/01/2023

Quotation Document for the Supply, Installation and Maintenance Of
UPS and Battery
Cost of Quotation Documents Rs 600 plus GST 18 PERCENT

General Manager

Vendor

Sealed quotations are invited from original equipment manufacturer (OEM) or OEM approved dealer to supply, install and maintain UPS and supply battery in selected branches of The Calicut City Service Co-operative Bank Ltd. on buy back scheme. The vendor should take back the existing UPS and Battery and supply new one as per the specification requirements given from the bank. Since failure of UPS will disrupt the normal working of the branch, the vendor should be in a position to give local service support within the maximum time prescribed by the bank in this document.

1 Invitation to bid- important information

SLNO	Name of the Event	Date	Time
1	Commencement of issue of RFP.	31/01/2023	10.00AM
2	Last Date and time of issue of RFP.	10/02/2023	05.00pm
3	Last date for Submission of the Document.	11/02/2023	03.00pm
4	Proposal Reference Number	CCSCB/IT/ T/Q 14 /2022 Dated 31/01/2023	
5	Queries to be called to	+91 495-2703311,9446054311	
6	Address for Communication	General Manager, Calicut City Service Co- Operative Bank, Head Office, City Bank Building,CityBank Junction, Chalappuram. P.O Kozhikode, Kerala,India - 673002	
7	Contact Telephone Numbers	+91 495 2703311 +91 9446054311	
8	E-mail	it@calicutcitybank.com	
9	EARNEST MONEY DEPOSIT	Rs.10000/-	

2. QUOTATION PROCEDURE

A) General Procedure for evaluation

The final acceptance of the bid vests entirely with the Bank, which do not bind to accept the lowest price of any Bid. The evaluation of technical Bid will take into account and only the technically qualified vendors are allowed to participate in the financial bid process, Factors like quality and suitability of the product to the bank, warranty conditions, matching with the given technical parameters, maintenance clauses and other conditions stipulated in this document.

B) Two-stage evaluation process will be adopted for finalizing the vendor.

The Quotation is to be submitted in to two offer 'Technical and 'Commercial offer' (Two Cover system) The technical bids will be evaluated first and only the qualified vendors are considered for the evaluation of financial bid.

- C) Quotation submitted later, incomplete or without required documents or in a single cover will be summarily rejected. The Bank reserves the rights to reject any or all the bids without specifying any reason whatsoever.
- D) Evaluation of the technical bid will be conducted first and commercial offers will be conducted from qualified bidders. The short-listed vendors will be contacted directly for further actions.
- E) Both the offers in same envelope will be rejected. Technical & Commercial offer should be submitted at same time in separate envelopes. (Both can be put it in a same big cover)
- F) Submitting price details in technical offer will lead to disqualification.
- G) The short-listed vendors may be asked to produce the product quoted for demonstration at the head office of the bank

3. Eligibility Criteria for Quotation

1. The Quotation should be either an original equipment manufacturer or OEM approved authorized dealer of the equipment. Dealer should provide Manufacturer Authorization Form in the attached format along with the Quotation documents.
2. The Quotation should have an ISO 9001 : 2015 company with operations in Kerala with at least 5 years of experience in UPS supply and maintenance(attach proof)
3. The Quotation should have at least 10 satisfied customers in Banking sector in India(attach Proof)
4. The Quotation should submit customer satisfaction report not later than 6 months from at least 3 such customer (attach Proof)

5. Quotation should be a financially sound firm and profit making for the last three years. The Supplier should have a minimum turnover of 2 crores in the last Three years.

(Should provide financial statements for the last three years)

6. Copy of certificates for certifications regulatory compliance shall be attached in the technical bid of the proposal.

7. Supplier should have at least 5 years' experience in providing Ups and Battery related services to co-op banks. Attach proof and list of installations in this regard

8. The Supplier should have a valid GST registration, CO. Registration certificate etc (attach proof)

9. Supplier should be registered with Sales tax department, Govt. of Kerala.

4. Warranty for Installations:

a) Comprehensive onsite warranty for the total system, which includes UPS system and battery for a minimum period of five years. Vendors should attach OEM declaration on warranty along with technical bid

b) If any critical component of the system is out of service for more than two days, the supplier shall either immediately replace the defective unit or replace it at the cost of supplier.

c) The supplier will have to do regular preventive maintenance once in 4 months to reduce the down time of the system.

d) The supplier will have to respond to a maintenance call immediately and commence the repair work within six hours of being notified of equipment failure.

e) During warranty period, if any replace/repair required for the UPS./ Battery then the vendor should provide stand by until till the replacement / repairing completed.

5. Testing & acceptance:

UPS system with battery shall be tested with appropriate test equipments in the presence of competent authority decided by Bank for final acceptance. Copies of authenticated test results indicating compliance to performance measures and standards would be submitted after completion of installation.

6. Terms and Conditions:

1. Pricing should be given for one unit for each type of equipment including GST.
Buy back value of each item must be quoted.
2. Quotations submitted without supporting documents as proof of the specifications and eligibility criteria of each item will not be considered.
3. The vendor should deliver and install the equipments at their own cost and risk in the respective locations of the bank as mentioned in the final purchase order.
4. Supply, Installation, Maintenance, carrying, freight, courier and other charges should be included in the total price.
5. EMD of Rs. 10000/- to be remitted in the form of DD.
6. The firm should also quote the AMC charges after the completion of warranty period for UPS System.
7. Model no & Part no of each item should be specified in the technical bid.
8. Vendors are advised to visit bank and verify the buy back product at their own cost

7. Security Deposit

The successful Bidder shall, at its own expense, deposit with the General Manager, The Calicut City Service Co-operative Bank Ltd, within 10 days of the notice of award of the Quotation, a Security Deposit pledged in favour of the GM for an amount equivalent to 2.5% of the of the total order value of hardware for the due performance and fulfilment of the contract by the Bidder. The Bidder can remit the balance amount after adjusting the EMD paid by him. Without prejudice to the other rights of the bank under the contract in the matter, the proceeds of the Security Deposit shall be payable to the Bank as compensation for any loss resulting from the Bidder's failure to complete its obligations under the contract. The Bank shall notify the Bidder in writing of the invocation of the right to receive such compensation indicating the contractual obligation(s) for which the Bidder is in default. The Security Deposit may be released upon being satisfied that there has been due performance of the obligations of the Bidder under the contract. The Security Deposit shall be valid till the end of the contract.

8. Agreement

The successful Vendor/Bidder shall execute an agreement (SLA) with the Bank on stamp paper of appropriate value as per the draft agreement to be provided to it by the bank within Ten days of receipt of letter of award of work. However, the issue of letter of award of work by the Bank shall be construed as a binding contract, as though such an agreement has been executed and all the terms and conditions shall apply on this contract.

9) Technical Specification

(Vendors are requested to go through the spec very carefully)

A) UPS And Battery SYSTEM

TECHNICAL SPECIFICATION FOR 3KVA And 2KVA STANDALONE ONLINE UPS SYSTEMS

Qty

Technical Parameters		
UPS MODEL		
Input		
Switching Technology	IGBT-PWM	
Frequency Range	45 to 55 Hz	
Voltage	AC Single phase 160V - 260V 50Hz with ground	
Isolation Transformer	In Built with overall efficiency % $\geq 80\%$ & $< 90\%$ with Inbuilt isolation transformer	
Output		
Voltage	AC Single phase 230V +/-1% 50 Hz	
Frequency (Free Running Mode)	50 Hz \pm 0.1 Hz	
Frequency (Synchronisation Mode)	45 to 55 Hz	
Output Waveform	Sine wave	
Crest Factor	3:1	
Efficiency (AC - AC)	$\geq 90\%$	
Power Factor	0.8 Lagging	
Overload	50% Overload for minimum 3 seconds	
Battery		
Battery Type	12 V Tubular	12V Tubular
Minimum Backup time (Minutes) on full load	120	60
DC Voltage	3KVA 96VDC	2KVA 72VDC
Battery capacity (Ah)	100	40
Number of batteries	8	6
Minimum Guaranteed VAH	1600 X Per KVA X Per hour of backup time	1600 X Per KVA X Per hour of backup time
Transfer time	0 ms	0 ms
Accessories	The UPS shall be complete with Trolley for battery bank, battery, Cables and connectors etc	

Features		
Over Voltage Cut off Device 3 seconds	required	
ECO Mode	required	
Converter Mode (CVCF)	required	
Bypass Parameters	Configurable	
Cold Start	required	
Auto Re-start	required	
Display	LCD - User friendly display.	
Charging Profile	2 stage charging (Constant Current / Float Charge)	
Temperature Compensated charger	Available	
Fan Speed Control	Yes	
Controller	Micro Controller Unit	
Bypass Voltage Tolerance	170V - 264V (adjustable in front panel)	
Bypass Frequency Sync	47.5Hz - 52.5Hz	
Polarity protection for battery connection	required	
Intelligent Fan Operation	required	
Advanced Communciation	configuration via web browser, Hyper terminal, and to provide reliable automatic event notification, via, E mail, SMS*,WAP* etc.	
Electrical		
Input Breaker	required	
Input Terminal	Terminal Block	
Battery Terminal	ANEN 2 Poles	
ECO Mode	97.00%	
DC / AC Efficiency (Inverter), @ rated load	90.00%	
standards (Certificate to be enclosed along with technical bid is mandatory including international test labs also)		
Protection	IP-20	
Safety	EN 62040-1	
EMC/EMI	EN 62040-2	
Performance	IEC 62040-3	
Certifications	CE Certified, ISO 9001 : 2015 or equivalent	
	BIS certificate to be produced	
	Restriction of Hazardous Substances (RoHS)	
	ISO 14025 PEP CERTIFICATES or equivalent	
Test Certificate required	Competent authority	
	LEGRAND/GE/APC or equivalent	

comparable brand	
Service centre	should be available locally with in Kerala
Warranty	5 years for UPS and 5 years for batteries from OEM direct

B. DETAILS OF ITEMS FOR BUY BACK

SN	ITEM	TYPE	NOS
1	<i>UPS NUMERIC</i>	3KV	2
	<i>Tubular battery</i>	66AH EL PLUS EXIDE	16

ANNEXURE 1

**FORMAT FOR PROVIDING EXPERIENCE
(In Supply and maintenance of UPS and batteries)**

1	Name of the Project	
2	Client Details Name & Contact Person's Name & Phone No.	
3	Domain/ Sector (Please specify the domain such as which department etc)	
4	No of Locations (Please Specify number of locations for implementation)	
5	Scope of Work (Provide Scope of work; highlight key Result Areas expected and achieved)	
6	Contract Value Provide particulars on Contract Value assigned to each major phase and milestone	

The Citations should be given in the above format. A separate copy of this format should be used for each citation and at least three citations should be provided.

ANNEXURE 2**Financial Information**

Turn Over the Organization			
OFY 2019-20	FY 2020-21	FY 2021-22	Average for last 3 FY

Net Worth
Net Worth of the organization as on 31st March 2022

Signature of the Bidder

**ANNEXURE 3
TECHNICAL BID
(BID PARTICULARS)**

1. Quotation Number : _____

2. Name of the Bidder : _____

3. Full Address of the Bidder :

4. Name of the actual signatory of the product(s) offered :

5. Bidders proposal number and date : _____

6. Name and Address of the officer to whom all references shall be made regarding the

Quotation : _____

Telephone : _____

Fax : _____

Email : _____

Bidder Signature _____

Name _____

Designation _____

Company _____

Date ____/____/____

ANNEXURE 4
Calicut City Service Cooperative Bank
Kozhikode
FORM OF QUOTATION

Name of Work: Supply, Installation, commissioning and Maintenance of 3 KVA & 2 KVA UPS at Calicut City Cooperative Bank branches in Kozhikode District

To

The General Manager,
Calicut City Service Cooperative Bank,
Kozhikode.

Sir,

1. I/We do hereby Quotation to execute the works enumerated in the Schedule accompanying in accordance with the terms in your Quotation Notification dated and specifications and conditions of contract in force.
2. I/We further agree to complete the work within 15 days from date of receipt of each supply order till the completion of the agreement period.
3. I/We do/do not agree to accept and carry out such portion of the work included in my/our Quotation as may be allotted to me /us if the whole work be not given to me/us.
4. I/We agree to keep the Quotation open for acceptance 3 months from the date of opening thereof and not to make any modifications in its terms and conditions which are not acceptable to the Calicut City Cooperative Bank.
5. I/We agree that Arbitration shall not be a means of settlement of any disputes or claims arising out of the contract relating to the work. If after Quotation is accepted, I/We fail to execute the agreement as provided in clause of Quotation notifications or to commence the execution of the work as provided in the conditions. I/We agree that the GM, CCSCB shall , without prejudice to any other right or remedy be at liberty to forfeit the said earnest money absolutely and also recover from me/us the entire loss that may be caused to the GM, CCSCB by the reQuotation or rearrangement of the work or otherwise under the provision of the Kerala Cooperative Law or otherwise.

Full Name of Bidder:

Complete Address of bidder:

Annexure 5
Financial Bid
(Separate cover)

Item - 1

SN	ITEM	NOS	Price
1	3 KVA online UPS with battery and accessories	2	
	<i>GST</i>		
	<i>Total Price</i>		
2	Buy back price for 2 x 3 KVA UPS		
3	Buy Back price for 16Nos 66AH EL PLUS tubular battery		

Item - 2

SN	ITEM	Nos	Price
1	<i>2 KV online UPS with battery and accessories</i>	1	
	<i>GST</i>		
	<i>Total Price</i>		

ANNEXURE 6

BIDDER PROFILE

Sl No.	Particulars	
Details of the Bidder (OEM/Firm/Company)		
1	Name	
2	Address	
3	Telephone &Fax	
4	Email &Website	
Details of Authorized Person		
5	Name	
6	Address	
7	Telephone &Email	
Information about the Company		
8	Status of Company (Public Ltd/Pvt Ltd)	
9	Details of Registration of Firm (Provide Ref)	
10	Number of Professionals in Kerala	
11	Location and Address of Offices (in Kerala)	
12	Service Tax Registration Number	
13	Income Tax Registration Number (PAN)	
14	GST Registration Number (VAT)	

Signature of the Bidder

Annexure 7

QUOTATION AND BIDDERS CERTIFICATE

I hereby declare that I have perused in detail and examined closely the Specification in the Quotation document, Bill of Quantities (BOQ), all clauses of the standard preliminary specification before I submit the Quotation/bid and I agree to be bound by and to comply with all such specifications.

Place:

Date:

Name and Signature of the bidder

Annexure 7

SPECIAL CONDITION

Arbitration shall not be a means of settlement of any dispute or claim out of this contract. All disputes and differences arising out of the contract in pursuance of the modifications shall be settled only by the Civil Court in whose jurisdiction the work covered by the contract is situated, or in whose jurisdiction the contract was entered into in case the work extend to the jurisdiction of more than one court.

Quotation Notice, Notice Inviting Quotation, Quotation documents shall form part of the Agreement.

Place:

Date:

Name

and Signature of the bidder

ANNEXURE 8

STATEMENT OF DEVIATIONS FROM QUOTATION TERMS & CONDITIONS

To

The GM,
CCSCB
Kozhikode

Ref Quotation No:

Dated:

Dear Sir,

Following are the deviations and variations from the Terms and Conditions of the Quotation. These deviations and variations are exhaustive. Except these deviations and variations, the entire work shall be performed as per your specifications and documents.

Sl No	Reference of Clause No &Page No	Deviation in the Bid	Brief Reason
1			
2			
3			

Note : Terms and Condition means conditions included in this document

ANNEXURE 9

MANUFACTURER'S AUTHORIZATION FORM

To

The GM

CCSCB, Kozhikode

Ref Quotation No.

Dated: __/__/__

Whereas (Name and address of the Manufacturer) who are established and manufacturers of (Name/description of the products), having production facilities at (Address of factory) do hereby authorize M/s (Name and Address of Bidder) to submit a bid, and subsequently negotiate and sign the contract with you against Quotation No..... dated for the above products manufactured by us, for the supply requirements of the above invitation of bids.

We hereby extend full guarantee for the products offered for supply by the above firm against the said Quotation and duly authorize said firm to act on our behalf in fulfilling all installation, technical support and maintenance obligations as required by Government of Kerala. We hereby also declare that the product quoted against this Quotation is not end of life.

Name : (In the capacity of)

(Duly authorized to sign the authorization on behalf of)

Signature :

Dated this day of 20.....

Note : This letter of authority must be on the letterhead of the concerned manufacturer and must be signed by a competent person and having the power of attorney to bind the Manufacturer and, must be included by the Bidder in its bid.

Check sheet**Inside Technical Cover**

1. Valid Quotation form issued against company/vendor name
2. Annexures duly filled, sealed and signed
3. EMD

Along with

- ✓ **Authorisation letter from Original Equipment Manufacturer (OEM) in the prescribed format (annexure 9) shall be submitted in case of an authorised dealer/distributor is taking part in the Quotation**
- ✓ **All annexures provided in this document duly signed and sealed**
- ✓ **Latest brochures about the quoted product**
- ✓ **Proof of documents and certificates as per the eligibility condition mentioned in the document**

Technical bids without the above enclosures will summarily be rejected

Inside Financial BID Cover

4. Financial BID as per annexure - V

