



Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021



CO/ITD/2254/R1/2020-21 dated 22/02/2021

Request for Quotation

for

**Supply, Installation, Commissioning and Maintenance of 4 Nos. of 30 KVA UPS
with 2 hours backup.**

Last Date for Submission of bid: 17/03/2021 (03.00 PM)

**Indian Bank
Information Technology Department
Head Office,
66, Rajaji Salai,
Chennai - 600 001**



Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

Invitation for Bids

Indian Bank, a Premier Nationalised Bank having its corporate Office in Chennai, invites e-tender for Supply, Installation, Commissioning and Maintenance of 4 Nos. of 30 KVA UPS with 2 hours backup.

This tendering process shall follow two-part bidding. Bid shall be submitted in two parts, i.e. Technical Bid and Indicative Price Bid followed by an online reverse auction. Lowest Quoted (L1) bidder will be finalized through online reverse auction process.

1) SCHEDULE

1)	Tender Reference Number and Date	CO/ITD/2254/R1/2020-21 dated 22/02/2021
2)	Last date for seeking clarifications/queries through email @ himanshu.singh2@indianbank.co.in babisha.lh@indianbank.co.in Rikesh.Shah@indianbank.co.in RAJESH.JADON@indianbank.co.in	26/02/2021, 5.00 PM
3)	Last Date & Time for submission of Bids in Online & Offline Mode	17/03/2021 at 03:00 PM Address for physical submission Chief Manager Indian Bank, Corporate Office, Expenditure Department, First Floor, A Wing 254-260, Avvai Shanmugam Salai, Royapettah, Chennai, Pin 600 014
4)	Documents to be submitted Online	a. Eligibility Criteria, along with all supporting documents required. b. All Annexure as per this tender on Bidder's letter head with authorizing person's signature and Bidder seal on all pages. c. All supporting documents and product literature in support of Technical specifications. d. Relevant brochures f. Compliance to Technical Specifications. g. Indicative commercial bid h. Any other information sought by the Bank with relevant to this tender
5)	Documents to be submitted physically by Bidders (Offline Mode)	Cost of bid document (Alternatively, Bidders can transfer the cost of

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

		<p>bid document in the following account number through NEFT/RTGS/IMPS/UPI etc.:</p> <p>Account No.: 743848138 Account Name: INDIAN BANK, H.O.TECHNOLOGY MANAGEMENT DEPARTMENT-II IFSC Code: IDIB000H003 Branch: Harbour</p> <p>Note: Companies registered as Micro/Small Units under MSE/NSIC should submit documentary proof along with declaration as per Annexure VI for claiming exemption.</p>
6)	Date of opening of Technical (Part I) Bids (Online & Offline) & Conformity to Eligibility Criteria	<p>17/03/2021 at 03:30 PM</p> <p>Indian Bank 254-260, Avvai Shanmugam Salai Royapettah Chennai – 600 014</p>
7)	Date of Online Reverse Auction (Part II)	Will be intimated after technical evaluation of the bids submitted.
8)	RFQ Cost	<p>Non-refundable Rs. 2,000/- in the form of DD favouring "Indian Bank".</p> <p>(Alternatively bidders can transfer the cost of bid document in the following account number through NEFT/RTGS/IMPS/UPI etc.):</p> <p>Account No.: 743848138 Account Name: INDIAN BANK, H.O. TECHNOLOGY MANAGEMENT DEPARTMENT-II IFSC Code: IDIB000H003 Branch: Harbour</p> <p>Mode of submission: (Offline for DD/Online for e-transfer)</p>

This RFQ document can be downloaded from the website: <https://www.indianbank.in> and e-procurement portal: <https://www.tenderwizard.com/indianbank>. Clarifications, Modifications and Date of Extensions, if any, will also be posted on the same website & e-procurement portal and no paper publication will be done for the same.

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

2) ACCESSIBILITY OF TENDER DOCUMENT

Interested bidders may download the tender document for Supply, Installation, Commissioning and Maintenance of 4 nos. of 30 KVA UPS with 2 hours backup from the website <https://indianbank.in/tenders> & e-procurement portal <https://www.tenderwizard.com/indianbank>. Please note that your e-tender is subject to the terms and conditions mentioned in the RFQ.

3) PRE-BID MEETING

- a. A pre-bid meeting is scheduled to be held through Video Conference/Skype/Web-ex on **01/03/2021 at 11:30 AM**. Bidder's designated representatives (maximum two persons) may attend the pre-bid meeting.
- b. The purpose of the meeting will be to clarify the doubts raised by the probable bidders. The bidders are requested to submit any queries/clarifications to the Bank on or before 26/02/2021, 5.00 PM to the following mail ids.

himanshu.singh2@indianbank.co.in
babisha.lh@indianbank.co.in
RAJESH.JADON@indianbank.co.in
Rikesh.Shah@indianbank.co.in

In case the Probable Bidder wants to participate in the Pre-bid Meeting to be held on the date specified in this bid, they should register themselves with the Bank by paying the cost of bid document i.e. **Rs.2,000/-** (non-refundable) by way of Demand Draft in favour of Indian Bank payable at Chennai, or transferring the amount in the account (schedule 5 and 8). Bidders have to ensure that cost of bid document i.e. Rs.2,000/- has already been remitted to the account, or dispatched through demand draft, to the below mentioned address, before raising the queries through email:

Indian Bank, Head Office, 66, Rajaji Salai, 2nd Floor, Chennai- 600 001

Such Bidders who have not chosen to attend the pre bid meeting are required to upload the scanned DD/Proof of e-transfer during bid submission online and submit physical copy in case of DD as per schedule 5.

The text of the questions raised (without identifying the source of enquiry) and the responses given, together with amendment to the bid document, if any, will be ported in website- <https://indianbank.in/tenders> & e-procurement portal <https://www.tenderwizard.com/indianbank> and informed vide mail to the bidders who have raised queries.

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

4) PROCEDURE FOR SUBMISSION OF QUOTATION

- Bidders should enroll/ register before participating through website - <https://www.tenderwizard.com/indianbank>. Bids have to be submitted online only at the above mentioned website. All the documents in the support of eligibility criteria, technical specifications etc are to be scanned and uploaded along with the tender documents. Any other documents sent by any other mode will not be accepted except for the documents asked to be submitted physically by bidders (Offline Mode) mentioned under schedule 5 of this tender.
- Technical bid contains
 - a. Eligibility Criteria, along with all supporting documents required.
 - b. All Annexure as per this tender on Bidder's letter head with authorizing person's signature and Bidder seal on all pages.
 - c. All supporting documents and product datasheet in support of Technical specifications.
 - d. Relevant brochures
 - f. Compliance to Technical Specifications as per Part-I.
 - g. Any other information sought by the Bank with relevant to this tender
- Indicative commercials should be submitted by the bidder as sought in the e-tendering system. The indicative commercial bid of the technically qualified bidders will be opened by Bank Officials on the date of online reverse auction. The indicative price quoted should include cost of UPS with batteries, accessories, duties, levies, freight, insurance, delivery, installation charges and Labour charges, Warranty, AMC etc. and other specifications mentioned in Part-I, but exclusive of taxes.
- Technical bid to be uploaded should be duly signed by the Authorized Signatory under the seal of the company in every page. Any correction should be authenticated by the same signatory. If insufficient or false information is furnished and/or if there is any deviation or non-compliance of the stipulated terms and conditions, the e-tender will be liable for rejection. The indicative price quoted should be unconditional and should not contain any strings attached thereto. E-tenders, which do not conform to our specifications, will be liable for rejection and offers with a higher configuration will not attract any special consideration in deciding the supplier.
- Documents mentioned under schedule 5 shall be submitted in a single sealed envelope duly super-scribing the envelope with the reference number of this RFQ, due date, tender name, name of the Bidder, Quotation reference number etc.
- Part II – Commercial will be called through Online Reverse Auction Process. After technical evaluation, intimation will be given to all qualifying bidders about the date and time of reverse auction. Part II price breakup details to be submitted after online reverse auction process.

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

5) SIGNING OF TENDER

Signature should be done electronically as per e tender system. In addition, authorized signatory should sign all the pages of the tender and other supporting documents. Power of Attorney or resolution of the Board supporting the same should be uploaded along with the e-tender.

Bank has the right to accept or reject any e-tender/cancel the e-tender at its sole discretion without assigning any reason thereof.

6) MAKE IN INDIA

This RFQ is further governed by Government of India, Ministry of Commerce and Industry, Department of Industrial Policy and Promotion order number P-45021/ 2/2017-B.E.-II dated 15th June 2017 for the Public Procurement (Preference to Make in India), Order 2017, revision order no. P-45021/ 2/2017-PP (B.E.-II) dated 28th May 2018, revision order no. P-45021/ 2/2017-PP (B.E.-II) dated 29th May 2019 and subsequent revision order no DPIIT Order No. P-45021/2/2017-PP(BE-II) dated June 04, 2020.

7) BENEFITS TO MICRO AND SMALL ENTERPRISES (MSES) AS PER THE GUIDELINES OF PUBLIC PROCUREMENT POLICY ISSUED BY GOVERNMENT OF INDIA:

- As per the above policy, Bank reserves the rights to procure 25% of the total requirements, from Micro and Small Enterprises (MSEs) provided such MSEs are complying with the eligibility criteria and technical specifications of the tender, quote their price within the price band of L1+15% and agree to bring down their price to L1 price.
- If L1 bidder is an MSE, 100% procurement will be done from the L1 bidder subject to the other terms and conditions of the tender.
- In case of more than one such MSE, the supply shall be shared proportionately to tender quantity.
- Special provision for Micro & Small Enterprises owned by Scheduled Castes or Scheduled Tribes. 4% out of the 25% shall be allotted to such MSEs, if participated in the tender.
- Special provision for Micro & Small Enterprises owned by Women. 3% out of the 25% shall be allotted to such MSEs, if participated in the tender.
- MSEs are also exempted from payment of cost of bid document and submission of bid security.

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

- To avail the above benefits, the bidder should have registered with District Industries Centres or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or Udyog Aadhar or any other body specified by Ministry of Micro, Small and Medium Enterprises.
- Bidders seeking the above benefits shall submit the documentary proof for having registered with the above agencies (such as Entrepreneur's Memorandum – EM II) at the time of pre-bid meeting or upload during submission of the technical bids (only if the bidder is not attending the pre-bid meeting).

The condition of prior turnover and prior experience may be relaxed for Start-ups (as defined by Department of Industrial Policy and Promotion) subject to meeting of quality & technical specifications and making suitable provisions in the bidding document (Rule 173 (i) of GFR 2017).

8) RESTRICTION OF BIDDERS FROM COUNTRIES SHARING LAND BORDERS WITH INDIA

As per Ministry of Finance, Department of Expenditure, Public Procurement Division's office memorandum F.No.6/18/2019-PPD dated 23.07.2020, regarding insertion of Rule 144 (xi) in the General Financial Rules (GFR) 2017, any bidder from a country which shares a land border with India will be eligible to bid either as a single entity or as a member of a JV / Consortium with others, in any procurement whether of goods, services (including consultancy services and non-consultancy services) or works (including turnkey projects) only if the bidder is registered with the Competent Authority. The Competent Authority for registration will be the Registration Committee constituted by the Department for Promotion of Industry and Internal trade (DPIIT). Political & Security clearance from the Ministries of External and Home Affairs respectively will be mandatory.

However, above condition shall not apply to bidders from those countries (even if sharing a land border with India) to which the Government of India has extended lines of credit or in which the Government of India is engaged in development projects. Updated lists of countries to which lines of credit have been extended or in which development projects are undertaken are given in the website of the Ministry of External Affairs.

"The successful bidder shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority".

Definitions pertaining to "Restriction of Bidders from Countries sharing Land Borders with India" Clause Bidder" (including the term 'tenderer', 'consultant' 'bidder' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

hereinbefore, including any agency, branch or office controlled by such person, participating in a procurement process.

"Bidder from a country which shares a land border with India" means:

- a) An entity incorporated, established or registered in such a country; or
- b) A subsidiary of an entity incorporated, established or registered in such a country; or
- c) An entity substantially controlled through entities incorporated, established or registered in such a country; or
- d) An entity whose beneficial owner is situated in such a country; or
- e) An Indian (or other) agent of such an entity; or
- f) A natural person who is a citizen of such a country; or
- g) A consortium or joint venture where any member of the consortium or joint venture falls under any of the above

"Beneficial owner" will be as under:

- i. In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person(s), has a controlling ownership interest or who exercises control through other means.

Explanation

- a. "Controlling ownership interest" means ownership of, or entitlement to, more than twenty-five per cent of shares or capital or profits of the company;
- b. "Control" shall include the right to appoint the majority of the directors or to control the management or policy decisions, including by virtue of their shareholding or management rights or shareholders agreements or voting agreements;
- ii. In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;
- iii. In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;
- iv. Where no natural person is identified under (i) or (ii) or (iii) above, the beneficial owner is the relevant natural person who holds the position of senior managing official.
- v. In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.



Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

"Agent" is a person employed to do any act for another, or to represent another in dealings with third persons.

9) Please note that

- (i) The cost of preparing the bids, including visit / visits to the Bank is not reimbursable.
- (ii) The Bank is not bound to accept any of the bids submitted and the bank has the right to reject any/all bid/s or cancel the tender without assigning any reason therefor.
- (iii) Bank reserves the right to negotiate with the lowest quoted bidder (L1 bidder) for further reduction in price under exceptional circumstances.
- (iv) All pages of the Bid document, Clarifications/Amendments if any should be sealed and signed by the Authorized Signatory and kept with technical bid. A certificate to the effect that the Authorized Signatory has authority to bind the company should also be attached along with the technical bid.

10) ELIGIBILITY CRITERIA

The bidder must satisfy the following eligibility criteria and should submit the required proof.

- a) The Bidder should be manufacturer of UPS and should be in existence in India for the last 3 years as on 31.12.2020.
- b) The Bidder should be having Positive Net Worth/Net Profit in each of the last three financial years (2017-18, 2018-19, 2019-20).
- c) The annual turnover should be Rs.1.00 crore or above in each of the last three financial years (2017-18, 2018-19, 2019-20).
- d) The bidder should submit proof of satisfactory commissioning of atleast two UPS of 30 KVA or more of own make in last three financial years (2017-18, 2018-19, 2019-20) to Banks / Financial Institutions / Government Organizations/ Leading Corporates in India.
- e) The Bidder should not have been blacklisted by any Government Dept/PSU/Banks currently.
- f) The Bidder should have Branches / Service Centre Facilities / Franchises / Resident engineers in Chennai. (Copy of Address Proof to be submitted). In case of franchises, copy of contract between the bidder and franchise should be attached in addition to proof of address. For Resident engineers, identity proof and address proof for the location should be submitted.

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

11) WARRANTY & AMC

The unit rate quoted by the bidder should include 3 years Onsite Comprehensive Warranty for UPS and 4 years Onsite Comprehensive Warranty for Batteries from the date of installation and Onsite Comprehensive AMC for UPS for a period of 3 years thereafter. The vendor has to maintain Batteries and distilled water to be filled for the supplied Batteries whenever required.

The Supplier should accomplish preventive and breakdown maintenance activities once in three months to ensure that the UPS System functions without defect or interruption. The supplier must rectify the service call within 4 hours duration from the intimation of the fault. Call should be attended on 24*7*365 days basis during warranty and AMC period.

If any critical component of the entire configuration is out of service for more than four hours, the Supplier shall either immediately replace the defective unit or repair it at their own cost.

12) SCOPE OF CONTRACT

- a. The Bidder shall supply, install, commission and maintain UPS System including provision of all necessary hardware and relevant spares.
- b. It will be the responsibility of the Bidder to perform all checks on wiring for trouble-free operation of the equipment.
- c. Testing all the nodes along with all the cables connected to the UPS and batteries, isolator and battery interlinks are the scope of the supplier. Bank will provide the Input and Output cables for all the UPS, dedicated earth and the body earth.
- d. Place of Delivery and Installation of four nos. of 30 KVA UPS System (2 hours backup) with batteries will be at Chennai (2 nos. each at two different locations in Chennai). Full address will be informed to the successful bidder in Purchase Order.
- e. Bank may change the location at the time of issuance of Purchase Order.

13) EVALUATION

The Technical bid uploaded, should be complete in all respects and contain all information asked for. The Technical bid should indicate that all products and services asked for are considered. The technical bid should not contain any price details/information. Indicative commercial bid should be submitted online as per format provided in etendering.

The Technical Bids will be opened online and offline as per date, time and venue mentioned under schedule 6 of this tender by a tender opening committee. In the first instance, the technical bids shall be evaluated by the Bank. At the second stage, only the technically qualified bidders will be allowed to participate in the indicative commercial bid opening and Online Reverse Auction process to determine the L1 bidder, for which the date and time will be intimated later.



Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

The UPS offered should meet all the technical specifications as stipulated in the quote (Part- I). The bidder should agree all Terms and Conditions. If the Technical bid of the quote uploaded by the bidder is not complying, then they will not be eligible to participate in indicative commercial bid opening and online reverse auction. Technically qualified bidders will be informed about the date and time of the indicative commercial bid opening and online reverse auction process. Business rules for the auction and the details of the agency who shall conduct the reverse auction will be intimated before online reverse auction process. L1 bidder will be identified through Online Reverse Auction process.

The indicative price and online reverse auction price shall be quoted in Indian Rupee only.

14) TIME FRAME FOR COMPLETION OF PROJECT

- a) **Delivery:** UPS with Batteries should be delivered within four weeks from the date of Purchase order and installation to be completed within one week from the date of delivery.
- b) **Liquidated Damages:** If the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Bank shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to 0.5% of the Invoice price of the Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of 10%. If the equipments are not delivered in time, the Bank may consider termination of the contract. The date of delivery of last item to a location will be taken as the date of delivery for entire set of system to that location, for the purpose of calculation of Liquidated Damages. For delivery/installation, the Liquidated Damages will be calculated on Invoice Value of each set of systems to a location.

15) Packing & Training

The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

The Supplier is required to train the designated Bank technical and end-user personnel to enable them to effectively operate the total system (UPS system with batteries).



Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

16) Pre-dispatch Inspection

Post acceptance of the L-1 Quote, the Bank, if deemed fit, shall inform the vendor to arrange for Pre-dispatch Inspection to be done by any one of the following agencies and certificate issued by the Agency to be produced at the time of claiming payment.

1. M/s. ETDC
2. M/s. Sameer
3. M/s. Canbank Computer Services
4. NABL accredited Laboratories (The name of the Inspection Agency List should be given along with the Technical Bid).

The Charges towards Pre-dispatch Inspection should be borne by the Vendor.

17) Terms of Payment

The Supplier will have to submit the documents at our office along with request letter for payment.

On Delivery: Eighty (80)% of the invoice price will be paid within 30 days of submission of Invoice copy and Proof of delivery duly counter signed by the Purchaser's Representative, Original/Copy of Transit Insurance Policy and Original of Storage cum erection policy. In case of comprehensive transit insurance policy the vendor shall submit the proof from insurer against the goods supplied under the contract.

On Installation: Twenty (20)% of the invoice price will be paid within 30 days on submission of successful Installation/commissioning Certificate (**Annexure II**) by the Supplier, duly counter-signed by the Purchaser's Representative. If the Installation/commissioning could not be completed within the period specified in the order, due to reasons attributed to Bank, payment shall be released to the supplier on obtaining declaration from the supplier stating that Installation/commissioning shall be completed as and when required by the Bank at no additional cost.

The AMC payments are payable yearly in advance, on submission of AMC invoice along with the request letter.

18) Insurance

The goods are to be insured by Supplier with Bank's name for an amount equivalent to 110% of the invoice value for Transit. The Supplier should also insure the goods for the invoice value under Storage Cum Erection Policy till three months from the date of delivery either by a single Policy for each and every supply or by a Master Policy for the UPS System proposed to be supplied in future. If any loss incurred by the Bank due to Insurance not taken by the Successful Bidder, then the Successful Bidder should make good the loss to the Bank.

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

If insurance policies for transit or storage cum erection insurance is not provided or not covering the period, from the date of delivery then 0.1% of the invoice value will be deducted from the payment for each insurance and payment towards delivery and installation will be made after completion of three months from last date of delivery of UPS.

19) Performance Guarantee

- Within 15 days of Purchase order from the Bank, the successful bidder shall furnish performance security equivalent to 3% of the contract amount (Exclusive of AMC) in the form of a Bank Guarantee, valid for 75 months with further one-month claim period in accordance with the Conditions of Contract **(Annexure V)**.
- Performance security submitted by the successful Bidder shall be invoked by the Bank as compensation for any loss resulting from the successful bidder's failure to complete its obligations under the contract.

20) Penalty for downtime

The item that is reported to be faulty / malfunctioning should be fully repaired on the same day, if no spares are required and next working day, if spares are required. In case of vendor failing above standard, a standby UPS / Batteries should be provided till the UPS is repaired (of equivalent or higher configuration). Public Holidays as declared at the respective centers are excluded for the above downtime calculation. In case vendor fails to meet the above standards of maintenance, there will be a penalty of Rs. 500/- per day. The penalty for non-compliance of the above mentioned terms will be deducted from the payment due to the vendor. If no payment is due for the penalty calculated and agreed upon should be paid to the bank by successful bidder before the expiry of the contract. If the successful bidder fails to pay the penalty by end of contract period, bank may invoke the performance guarantee for the sum equivalent to the amount receivable by the bank.

21) Negotiation

Bank reserves the right to negotiate the L1 Price quoted by the vendors under exceptional circumstances.

22) Indemnity Clause

The successful bidder will indemnify the Bank against all actions, proceedings, claims, suits, damages and any other expenses including Bodily injury or Death and damage to real property and tangible property for causes attributable to the Bidder. The Supplier shall also indemnify the Purchaser against all third-party claims of infringement of patent, trademark or industrial design rights arising from use of the Goods or any part thereof without any limitation.

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

23) Period of Validity of Bids

Quote shall remain valid for the period of 90 days after the last date for submission of bid prescribed by the Bank. A quote valid for a shorter period shall be rejected by the Bank as non-responsive. Bank may seek extension of bid validity, if required.

24) Right to alter quantities

The Bank may at its discretion,

- a. Increase the requirement up to 10% at the time of placing order with vendor and, Or
- b. Decrease the requirement up to 10% at the time of placing order with vendor

Repeat order can be placed within 1 year from the date of last supply date of original purchase order subject to no downward trend in prices and the cumulative repeat order quantity should not exceed more than 100% of original quantity as mentioned in original purchase order.

25) Acceptance of Purchase Order

Purchase Order will be placed to qualified L1 (lowest quoted) bidder. Duplicate of the purchase order shall be returned within three days of receipt of the order, duly signed by Authorized Signatory, for having accepted the terms and conditions of the order. Within fifteen (15) days of issue of Purchase order, the successful bidder shall sign the Contract as per **Annexure IV** and return it to the Bank.

26) Settlement of Disputes

1. If any dispute or difference of any kind whatsoever shall arise between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such disputes or difference by mutual consultation.
2. If after 30 days the parties have failed to resolve their disputes or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given.
3. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this clause shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the goods under the contract.

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

Arbitration proceedings shall be conducted in accordance with the following rules of procedure.

The dispute resolution mechanism to be applied shall be as follows:

(a) In case of dispute or difference arising between the Purchaser and a domestic Supplier relating to any matter arising out of or connected with this agreement, such dispute or difference shall be settled in accordance with the Arbitration and Conciliation Act, 1996. The arbitral tribunal shall consist of 3 arbitrators one each to be appointed by the Purchaser and the Supplier; the third Arbitrator shall be chosen by the two Arbitrators so appointed by the Parties and shall act as Presiding Arbitrator. In case of failure of the two arbitrators appointed by the parties to reach upon a consensus within a period of 30 days from the appointment of the presiding Arbitrator, the Presiding Arbitrator shall be appointed by the Indian Banks' Association, India which shall be final and binding on the parties.

(b) If one of the parties fails to appoint its arbitrator within 30 days after receipt of the notice of the appointment of its Arbitrator by the other party, then the Indian Banks' Association, both in cases of the Foreign Supplier as well as Indian Supplier, shall appoint the Arbitrator. A certified copy of the order of the Indian Banks' Association making such an appointment shall be furnished to each of the parties.

(c) Arbitration proceedings shall be held at Chennai, India, and the language of the arbitration proceedings and that of all documents and communications between the parties shall be English.

(d) The decision of the majority of arbitrators shall be final and binding upon both parties. The cost and expenses of Arbitration proceedings will be paid as determined by the Arbitral Tribunal. However, the expenses incurred by each party in connection with the preparation, presentation etc. of its proceedings as also the fees and expenses paid to the arbitrator appointed by such party or on its behalf shall be borne by each party itself.

(e) Where the value of the contract is Rs. 10 million and below, the disputes or differences arising shall be referred to the Sole Arbitrator. The Sole Arbitrator shall be appointed by agreement between the parties; failing such agreement, by the appointing authority namely the Indian Banks' Association.

4. Notwithstanding any reference to arbitration herein,

- a. the parties shall continue to perform their respective obligation under the contract unless they otherwise agree; and
- b. the purchaser shall pay the supplier any monies due to the supplier.

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

Submitting to arbitration may be considered as an additional remedy and it does not preclude Parties to seek redressal/other legal recourse.

27) Termination for Convenience

The Bank, by 30 days written notice sent to the successful bidder, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Bank's convenience, the extent to which performance of the successful bidder under the Contract is terminated, and the date upon which such termination becomes effective.

28) Termination for Default

The Bank, without prejudice to any other remedy for breach of contract, by 30 days written notice of default sent to the Successful bidder, may terminate this contract in whole or in part:

- a) if the successful bidder fails to deliver any or all of the deliverables within the period(s) specified in the contract, or within any extension thereof granted by the Bank; or
- b) if the successful bidder fails to perform any other obligation(s) under the contract
- c) If the successful bidder, in the judgment of the Bank has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

In the event the Bank terminates the Contract in whole or in part, the Bank may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Successful bidder shall be liable to the Bank for any excess costs for such similar Goods or Services. However, the successful bidder shall continue performance of the Contract to the extent not terminated.

29) Jurisdiction

Any dispute arising out of this order will be under the jurisdiction of Courts of law in Chennai.

30) IT ACT 2000

The equipments to be quoted as per this tender should comply with the requirements under Information Technology Act 2000 and subsequent amendments and related Government/ Reserve Bank India guidelines issued from time to time.

31) Limitation of Liability

Supplier's aggregate liability under the contract shall be limited to a maximum of the contract value. This limit shall not apply to third party claims for

- a. IP Infringement indemnity.



Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

b. Bodily injury (including Death) and damage to real property and tangible property caused by supplier's negligence. For the purpose for the section, contract value at any given point of time, means the aggregate value of the purchase order placed by bank on the supplier that gave rise to claim, under this tender.

32) Force Majeure

The Supplier shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default, if and to the extent that, it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. For purposes of this clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Bank in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, acts of state/central government and freight embargoes.

If a Force Majeure situation arises, the Supplier shall promptly notify the Bank in writing of such condition and the cause thereof. Unless otherwise directed by the Bank in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

33) Sub-Contracting

The successful bidder will not subcontract or delegate or permit anyone other than the bidder personnel to perform any of the work, service or other performance required of the bidder under this agreement without the prior written consent of the Bank.

34) Confidentiality

The Bidder/Supplier either during the term or after the expiration of this contract shall not disclose any proprietary or confidential information relating to the project, the services, this contract, or the business or operations without the prior written consent of the Bank.

35) Exit Requirements

In the event of Agreement comes to end on account of termination or by the expiry of the term / renewed term of the Agreement or otherwise, the Supplier shall render all reasonable assistance and help to the Bank and to any new vendor engaged by the Bank, for the smooth switch over and continuity of the Services.

36) Other terms and Conditions

1. Bank reserves the right to accept or reject any/all quotation/s at its sole discretion without assigning any reason thereof.



Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

2. The calling for quote does not confer any right on the bidder for being awarded any Guideline rate order in respect of UPS for Branches / Offices.
3. IPv6 compatibility: The equipments should be IPv6 compatible.

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

SPECIAL INSTRUCTIONS TO BIDDERS FOR E-TENDERING

1. GENERAL

These Instructions for e-Tendering supplement other terms and conditions of this tender.

2. INSTRUCTIONS

2.1. RULES FOR WEB PORTAL ACCESS

1. Bidder should be in possession of Digital Certificate in the name of company/bidder with capability of signing and encryption for participating in the e-tender. Bidders may use Digital Certificates issued in the name of individuals upon submission of authorization certificate from the company for the same to the e-tendering service provider and prior approval from Bank officials. Bidders are advised to verify their digital certificates with the service provider at least two days before due date of submission.
2. e-tendering will be conducted on a specific web portal website - <https://www.tenderwizard.com/indianbank> meant for this purpose with the help of the Service Provider identified by the Bank as detailed above.
3. Bidders will participate in e-tendering event from their own office/place of their choice. Internet connectivity/browser settings and other paraphernalia requirements shall have to be ensured by Bidder themselves.
4. In the event of failure of their internet connectivity (due to any reason whatsoever it may be) either the service provider or Bank is not responsible.
5. In order to ward-off such contingent situation, Bidders are advised to make all the necessary arrangements/alternatives such as back-up power supply, connectivity whatever required so that they are able to circumvent such situation and still be able to participate in the e-Tendering process successfully.
6. However, the Bidders are requested to not to wait till the last moment to quote their bids to avoid any such complex situations.
7. Failure of power at the premises of bidders during the e-Tendering cannot be the cause for not participating in the e-Tendering.
8. On account of this, the time for the e-tendering cannot be extended and Bank is not responsible for such eventualities.

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

9. Bank and/or Service Provider will not have any liability to Bidders for any interruption or delay in access to site of e-tendering irrespective of the cause.
10. Bank's e-tendering website will not allow any bids to be submitted after the deadline for submission of bids. In the event of the specified date and time for the submission of bids, being declared a holiday/strike for the bank, e-tendering website will receive the bids up to the appointed time as mentioned in schedule 3, however physical documents, to be submitted offline, can be submitted on the next working day up to 3.00 PM. Extension/ advancement of submission date and time will be at the sole discretion of the Bank.
11. However, during the submission of bid, if any bidder faces technical issues and was unable to submit the bid, in such case the Bank reserves its right to grant extension for bid submission by verifying the merits of the case and after checking necessary details from Service Provider.

2.2. REGISTRATION

To use the Bank's e-tendering Portal (<https://www.tenderwizard.com/indianbank>) , bidder needs to register on the e-tendering portal. The bidder should visit the home-page of the portal and to the Portal Enrolment for new bidder link. The following steps are to be followed during the registration process

- a) Fill all the relevant and requisite details to complete the Enrolment form provided in the Bank's e- tendering portal
- b) Upload the scan copy of the PAN Card and GST Registration certificate
- c) Acknowledgement copy will be generated with user id & password & the same will be sent to their registered email id.
- d) After verification by department/service provider, the id will be activated.
- e) At the first login, DSC details will be automatically captured by the system.
- f) Clarification/ Amendments and Extension of last date of bid submission (if any) will be uploaded in the e-tendering portal under Corrigendum/ Amendment.

Training to the Bidder for participating in the bids through e-tendering Website will be provided by the service provider M/s. Antares Systems Limited.

Note: Please contact M/s. Antares Systems Limited's support desk (as given below), to get your registration accepted/activated and for further clarifications.

Support Desk Contact Details

M/s. Antares Systems Limited
#24, Sudha Complex, 3rd Stage, 4th Block
Basaveshwara nagar, Bangalore – 560 079.
Support Contact No. 080-40482100
Support Email: gunaseelan.m@antaressystems.com



Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

2.3. SUBMISSION OF BIDS THROUGH E-TENDERING PORTAL

The Bid documents, to be uploaded as part of online bid submission, are as follows:

- a. Eligibility Criteria, along with all supporting documents required.
- b. All Annexure as per this tender on Bidder's letter head with authorizing person's signature and Bidder seal on all pages.
- c. All supporting documents and product literature in support of Technical specifications.
- d. Relevant brochures
- f. Compliance to Technical Specifications as per Part I
- g. Any other information sought by the Bank with relevant to this tender

Bidder should upload all the copies of relevant documents without fail in support of their bid and as per the instructions given in tender documents. If the files to be uploaded are in PDF format, ensure to upload it in "Searchable" PDF Format. After filling data in predefined forms bidders need to click on final submission link to submit their encrypted bid.

Please take care to scan documents so that total size of documents to be uploaded remains minimum. **All documentation evidence provided to the Bank shall be in PDF Format. The Scanned Documents shall be OCR enabled for facilitating "search" on the scanned document.** Utmost care may be taken to name the files/documents to be uploaded on e-tendering portal.

2.4. BID RELATED INFORMATION

Bidders must ensure that all documents uploaded on e-tendering portal as files or zipped folders, contain valid files and are not corrupt or damaged due to any processing at bidder PC system like zipping etc. It shall be the responsibility of bidder themselves for proper extractability of uploaded zipped files.

Any error/virus creeping into files/folder from client end PC system cannot be monitored by e-tender software/server and will be bidder's responsibility only.

2.5. OFFLINE SUBMISSIONS

In addition to uploading the documents in our e-Tendering portal, Bidders should also submit the following in a sealed envelope, super scribing with the tender Reference number, due date, Name of the Bidder, etc.

- a) DD towards Cost of bid document (if not transferred online)

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

Note: Companies registered as Micro/Small Units under MSE/NSIC should submit documentary proof along with declaration as per **Annexure-VI** for claiming exemption for Cost of Bid document.

The bidder is requested to submit the original documents in a Sealed Envelope on or before 17/03/2021, 03.00 PM to the address mentioned under schedule 3 of this tender. The envelope shall be super scribed as "Request for Quotation for Supply, Installation, Commissioning and Maintenance of 4 nos. of 30 KVA UPS with 2 hours backup" and the words 'DO NOT OPEN BEFORE (17/03/2021 at 03.30 PM)'.

2.6. OTHER INSTRUCTIONS

For further instructions like system requirements and manuals, the bidder should visit the e-tendering portal (<https://www.tenderwizard.com/indianbank>), click on System Requirement Manual/ User Manual.

The following 'Four Key Instructions' for BIDDERS must be assiduously adhered to –

- a.** Obtain individual Digital Signing Certificate (DSC or DC) well in advance before tender submission deadline on e-tendering portal.
- b.** Register your organization on e-tendering portal well in advance before tender submission deadline on e-tendering portal
- c.** Get your organization's concerned executives trained on e-tendering portal well in advance before tender submission deadline on e-tendering portal
- d.** Submit your bids well in advance of tender submission deadline on e-tendering portal (Bank will not be responsible any problem arising out of internet connectivity issues).

Note: While the first three instructions mentioned above are especially relevant to first-time users of the e-tendering portal, the fourth instruction is relevant at all times.

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

PART - I

Date:

Chief Manager
Indian Bank
CO: Expenditure Department
254-260, Avvai Shanmugam Salai,
Royapettah
Chennai 600 014.

Dear Sir,

Sub: Request for Quotation for Supply, Installation, Commissioning and Maintenance of 4 nos. of 30 KVA UPS with 2 hours backup.

Ref: Your RFQ No. CO/ITD/2254/R1/2020-21 dated 22.02.2021.

Referring to your above Request for Quote (RFQ), we submit the compliance details of the specifications given below:

Specification of 30 KVA UPS with Batteries– (2 hours backup)

UPS Make:

Battery Make: Exide

UPS Model:

Battery Model: 6EL

S.No.	Description	Specification	Complied / Not Complied with relevant details
1	UPS Capacity	30 KVA (Three Phase Input Three Phase Output)	
1.1	UPS Configuration	Parallel	
2	Technology		
2.1	Type of UPS	Double Conversion Online UPS with inbuilt input side Isolation Transformer	
2.2	Inverter Technology	Pulse Width Modulation	
2.3	Inverter components	IGBT (Insulated Gate Bipolar Transistor)	
3	Input		
3.1	Input Voltage	410±15% V Three Phase+N	
3.2	Input frequency	45 – 55 Hz	
3.3	Input power	≥0.99	

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

S.No.	Description	Specification	Complied / Not Complied with relevant details
	factor		
3.4	UPS should work on generator power also		
4	Output		
4.1	Output Power	27KW	
4.2	Output Voltage	410±15% V Three Phase+N	
4.3	Output frequency	Synchronized with Input Frequency or ± 1% free run.	
4.4	Output Waveform	Pure Sinewave	
4.5	Overload Capacity	125% for 10 minute 150% for 60 sec	
4.6	Load Power factor	0.9 lag to unity	
4.7	Total Harmonic Contents	< 2% on linear load < 5% on non-linear load	
4.8	Transient response	± 5% recovery in not more than 1 Cycle	
4.9	Crest Factor	3 : 1	
5	Inverter efficiency	> 90 %	
6	Overall efficiency	> 90 %	
7	Battery Charger Type	Constant Voltage-current limited type using solid state devices.	
8	Battery	12V Tubular Battery with 4 years warranty and manufactured in India. Letter issued by the Battery manufacturer confirming 4 years Warranty should be submitted. (Battery catalogue should be enclosed) Battery Make: Exide 6EL	
9	DC Voltage of the system	240 VDC	
10	Ampere voltage	Minimum 48000 VAH	
11	Battery Housing	Powder coated MS steel stand & Rack for the Batteries to be provided	
12	LCD display / LED Indicators for	1. Mains on 2. Battery on charge 3. Output ON 4. Low Battery	

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

S.No.	Description	Specification	Complied / Not Complied with relevant details
		5. DC under or over voltage 6. Output Over voltage 7. Overheat/Overload 8. Load on Inverter 9. Load on static Bypass 10. Battery/load level indication	
13	Battery back up	2 hours backup (One Hour Backup for each UPS) (48000 VAH or above) A.H of Battery: 200 AH No. of Batteries: 20 Nos. for each UPS	
14	Communication Port	USB/RJ 45	
15	Protection Grade	IP 20	
16	Certifications	ISO certifications for UPS and Battery	

We certify that the UPS with batteries, we offer for the tender conforms to the specifications stipulated by you with the following deviations (deviations, if any).

List of Deviations:

- 1)
- 2)

(If left blank, it will be construed that there is no deviation from the specifications given above)

We agree to terms and conditions of this tender.

For

Office Seal

Place:

Date:

(Authorised Signatory)

Name:

Designation:

Mobile No:

e-mail id:

Company Name:

Business Address:

Telephone No:



Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

PART - II

Commercial Bid (To be submitted after online reverse auction)

Date:

The Chief Manager,
CO: Expenditure Department,
Indian Bank,
Chennai

Dear Sir,

Sub: Request for Quotation for Supply, Installation, Commissioning and Maintenance of 4 nos. of 30 KVA UPS with 2 hours backup.

Ref: Your RFQ No. CO/ITD/2254/R1/2020-21 dated 22.02.2021.

Referring to your above letter calling for quotations, we submit hereunder confirming the price bid for UPS with batteries, as per the specifications given in Part-I with break up details.

Price of the UPS with Batteries:

(in Rs.)

Description	Unit Price of UPS system with 3 years warranty (A)	Price of Battery Set as per RFP (for 2 hours Backup) with 4 years Warranty (B)	AMC for UPS				Quantity (G)	Total Price (Cost + AMC)#
			4th Year (C)	5th Year (D)	6th Year (E)	Total AMC Price F=(C+D+E)		
30 KVA UPS with 2 Hours backup Make: Model:							4	H= G*(A+B+F)

Grand Total Price in Words:

Price is inclusive of duties, levies, freight, insurance, delivery, installation charges and Labour charges, Warranty, AMC etc, but exclusive of taxes only. Octroi/entry tax, if applicable, will be reimbursed on production of original receipt. TDS if any, will be deducted from the payment.

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

We submit that we shall abide by the details given above and the conditions given in your above letter.

Signature of the Vendor
(Authorized Signatory)

Company Seal
Date

Name:
Designation:
Mobile No:
e-mail id:
Company Name:
Business Address:
Telephone No:

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

Annexure -I

SELF DECLARATION – BLACKLISTING

The Assistant General Manager
Information Technology Department
Indian Bank, Corporate Office
254-260 Avvai Shanmugam Salai
Royapettah, Chennai- 600 014, India.

Dear Sir,

Sub: Request for Quotation for Supply, Installation, Commissioning and Maintenance of
4 nos. of 30 KVA UPS with 2 hours backup.

Ref: Your RFQ No. CO/ITD/2254/R1/2020-21 dated 22.02.2021.

We hereby certify that, we have not been blacklisted by any Government Dept / PSU /
Banks currently.

Signature of Authorized Official

Name and Designation with Office Seal

Place:

Date:

Name:



Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

Annexure – II

PROFORMA OF INSTALLATION CERTIFICATE FOR ISSUE BY THE OFFICES AFTER SUCCESSFUL COMMISSIONING OF EQUIPMENT

Date:

Sub: Certificate of commissioning of equipment

1. This is to certify that the equipment as detailed below has/have been received in good condition along with all the standard and special accessories (subject to remarks in Para No. 2) and a set of spares in accordance with the Contract/Specifications. The same has been installed and commissioned.

- (a) Purchase order No. _____ dated _____
 (b) Description of the equipment _____
 (c) Quantity _____
 (d) Date of delivery _____
 (e) Date of commissioning and proving test _____

2. Details of accessories/spares not yet supplied and recoveries to be made on that account:

S.No.	Description	Amount to be recovered

3. The proving test has been done to our entire satisfaction and operators have been trained as per contract terms.

4. The supplier has fulfilled its contractual obligations satisfactorily* (or)
 The supplier has failed to fulfill its contractual obligations with regard to the following:

- (a)
 (b)

Signature _____

Name _____

Designation with stamp _____

***Explanatory notes for filling up the certificates:**

- (a) They have adhered to the time schedule specified in the Purchase order. in dispatching the documents/drawings pursuant to Technical Specifications.
 (b) They have supervised the commissioning of the equipment in time i.e. within the period specified in the Purchase order. from the date of intimation by the Purchaser in respect of the installation of the system.
 (c) In the event of documents/drawings having not been supplied or installation and commissioning of the equipment have been delayed on account of the supplier, the extent of delay should always be mentioned.

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

Annexure – III
BID SECURITY FORM

Whereas..... (*Hereinafter called "the Bidder"*) who intends to submit its bid..... for the supply of (*name and/or description of the goods*) (*Hereinafter called "the Bid"*).

KNOW ALL PEOPLE by these presents that We..... (*name of bank*) of (*name of country*), having our registered office at (*address of bank*) (*hereinafter called "the Bank"*), are bound unto Indian Bank in the sum of _____ for which payment well and truly to be made to the said Bank, the Bank binds itself, its successors, and assigns by these presents. Sealed with the seal of the said Bank this ____ day of _____.

THE CONDITIONS of this obligation are:

1. If the Bidder

- (a) withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
- (b) does not accept the correction of errors in accordance with the Instructions to Bidders; or

2. If the Bidder, having been notified of the acceptance of its bid by the Bank during the period of bid validity:

- (a) fails or refuses to execute the Contract Form if required; or
- (b) fails or refuses to furnish the performance security, in accordance with the Instruction to Bidders.

We undertake to pay the Bank up to the above amount upon receipt of its first written demand, without the Bank having to substantiate its demand, provided that in its demand the Bank will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including forty five (45) days after the period of the bid validity and any demand in respect thereof should reach the Bank not later than the above date.

(Signature of the Bank)

NOTE: 1. Bidder should ensure that the seal and CODE No. of the signatory is put by the bankers, before submission of the bank guarantee.

2. Bank Guarantee issued by banks located in India and shall be on a Non-Judicial Stamp Paper of requisite value.



Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

ANNEXURE – IV
CONTRACT FORM

THIS AGREEMENT made on theday of....., ... Between Indian Bank (hereinafter "the Purchaser") of the one part and..... (*Name of Supplier*) of..... (*City and Country of Supplier*) (hereinafter called "the Supplier") of the other part:

WHEREAS the Purchaser invited bids for certain Goods and ancillary services viz.,..... (*Brief Description of Goods and Services*) and has accepted a bid by the Supplier for the supply of those goods and services in the sum of..... (*Contract Price in Words and Figures*) (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) Bid document and addendum
 - (b) the Price Schedule submitted by the Bidder;
 - (c) the Technical Specifications;
 - (d) the Conditions of RFQ;
 - (e) the Purchaser's Notification of Award.
3. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

Brief particulars of the goods and services which shall be supplied / provided by the Supplier are as under:

Description	Unit Price of UPS system with 3 years warranty (A)	Price of Battery Set as per RFP (for 2 hours Backup) with 4 years Warranty (B)	AMC for UPS				Quantity (G)	Total Price (Cost + AMC)# H= G*(A+B +F)
			4th Year (C)	5th Year (D)	6th Year (E)	Total AMC Price F=(C+D +E)		

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

30 KVA UPS with 2 Hours backup Make: Model:								4	
---	--	--	--	--	--	--	--	----------	--

Price (in Rs.) is inclusive of duties, levies, freight, insurance, delivery, installation charges and Labour charges, Warranty, AMC etc, but exclusive of taxes only. Octroi/entry tax, if applicable, will be reimbursed on production of original receipt. TDS if any, will be deducted from the payment.

TOTAL VALUE:

DELIVERY SCHEDULE:

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, Sealed and Delivered by the
said(For Indian Bank)

Signed, Sealed and Delivered by the
said (For the Supplier)

in the presence of:.....

in the presence of:.....

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

ANNEXURE - V

PERFORMANCE GUARANTEE FORM

Bank Guarantee No.

Date:

To: INDIAN BANK,
Chennai,
INDIA:

WHEREAS (Name of supplier)
hereinafter called "the supplier") has undertaken, in pursuance of Contract
No..... dated,.....
for.....(Description of Goods and
Services) (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the said Contract that the supplier shall
furnish you with a Bank Guarantee by a recognised Bank for the sum specified therein
as security for compliance with the supplier's performance obligations in accordance
with the Contract.

AND WHEREAS we have agreed to give the supplier a Guarantee:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf
of the supplier, up to a total of
(Amount of the Guarantee in Words and Figures) and we undertake to pay you, upon
your first written demand declaring the supplier to be in default under the Contract and
without cavil or argument, any sum or sums within the limit of
(Amount of Guarantee) as aforesaid, without your needing to prove or to show grounds
or reasons for your demand or the sum specified therein.

This guarantee is valid until theday of.....

Signature and Seal of Guarantor

.....

Date.....

Address:.....



Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

ANNEXURE-VI

(Undertaking for MSME Benefits)

(To be submitted on the letter head of the bidder)

Assistant General Manager
Information Technology Department
Indian Bank, Corporate Office
254-260 Avvai Shanmugam Salai
Royapettah, Chennai- 600 014, India.

Dear Sir,

Sub: Request for Quotation for Supply, Installation, Commissioning and Maintenance of 4 nos. of 30 KVA UPS with 2 hours backup.

Ref: Your RFQ No. CO/ITD/2254/R1/2020-21 dated 22.02.2021.

We have carefully gone through the contents of the above referred RFQ and hereby undertake and confirm that, as per the Govt. Of India guidelines, we are eligible to avail the following MSME benefits in response to your RFQ floated, as referred above.

a) Issue of Tender Documents to MSEs free of Cost

In case, at any later stage, it is found or established that, the above undertaking is not true then Bank may take any suitable actions against us viz. Legal action, Cancellation of Notification of Award/contract (if issued any), Blacklisting & debarment from future tender/s etc.

Yours Sincerely
For M/s _____
Signature
Name:
Designation: Director/Company Secretary
Place:
Date:
Seal & Stamp

Head Office: Information Technology Department

66, Rajaji Salai
Chennai 600 001
Ph: 2527 9831/9834

Ref: CO/ITD/2254/R1/2020-21

Date: 22/02/2021

ANNEXURE - VI
CHECKLIST

S. No	Criteria	Documents to be submitted as proof
1	The Bidder should be manufacturer of UPS and should be in existence in India for the last 3 years as on 31.12.2020.	Copy of Certificate of Incorporation
2	The Bidder should be having Positive Net Worth/Net profit in each of the last three financial years (2017-18, 2018-19, 2019-20).	Copy of Audited Balance Sheet.
3	The annual turnover should be Rs.1.00 crore or above in each of the last three financial years (2017-18, 2018-19, 2019-20).	
4	The bidder should submit proof of satisfactory commissioning of atleast two UPS of 30 KVA or more of own make in last three financial years (2017-18, 2018-19, 2019-20) to Banks / Financial Institutions / Government Organizations/ Leading Corporates in India.	Copy of Purchase Orders and satisfactory letters issued by the organizations.
5	The Bidder should not have been blacklisted by any Government Dept/PSU/Banks currently.	Self-Declaration as per the format given in Annexure I should be attached.
6	The Bidder should have Branches / Service Centre Facilities / Franchises / Resident engineers in Chennai. (Copy of Address Proof to be submitted). In case of franchises, copy of contract between the bidder and franchise should be attached in addition to proof of address. For Resident engineers, identity proof and address proof for the location should be submitted.	Copy of latest telephone bill / electricity bill / rental agreement as proof of address. In case of Franchise, copy of contract should be attached in addition to telephone bill / electricity bill / rental agreement. For Resident engineers, identity proof and address proof for the location should be submitted.
	The Bidder should submit Declaration that the service will be provided within 4 hours.	Self-Declaration that the service will be provided within 4 hours.
7	Pre-Dispatch Inspection	Certificate issued by the Agency.
8	Technical Compliance	Compliance to be given as per PART- I and brochure to be attached.
		Letter issued by the Battery manufacturer confirming 4 years Warranty should be submitted. (Battery catalogue should be enclosed).