

HIGH COURT OF TRIPURA AGARTALA

F.6(2)-HC/96/VOL-IV/2018/15888-94

Dated, Agartala, the 19th September, 2018

NOTICE INVITING TENDER

Fresh Sealed Quotations are invited from reputed and experienced Firms/ Service Provider/Distributors for the following purpose in the High Court of Tripura as per terms & conditions mentioned below:

- i) Comprehensive Annual Maintenance Contract (AMC) of one Online 9 KVA UPS [Make: Orion] for minimum one year.
- ii) Supply & Installation of 30 (thirty) nos. of 12 Volt 42 AH SMF Batteries under buyback policy for Online 9 KVA UPS [Make: Orion]

TERMS & CONDITIONS

CONDITIONS APPLICABLE FOR AMC:

1. Quotationer should mention the name of the tender on the sealed envelope as-
 - (a) "AMC for Online 9 KVA UPS [Make: Orion] and/or
 - (b) "Supply & Installation of 30 nos. of 12 Volt- 42 ah SMF Battery"
2. Rates for both AMC and supply of Batteries should be quoted separately inclusive of all Taxes viz., GST etc. applicable for Tripura;
3. **Period of Contract:** The AMC is valid for one year from the date of signing of final contract. This may be renewed after completion of one year subject to satisfaction of the Tenderer i.e. High Court of Tripura.
4. **Replacement of Parts:** In the event of any damage in parts/equipment of the UPS, the same will be replaced by the vender at his own cost and UPS will be kept in fully operational state during the contract period. Items such as H.R.C fuses, super fuses etc. will not be treated as consumables and worn out parts and broken parts and other replaceable parts, if required to be replaced, shall be borne solely by the Servicing Agency.
5. **Quality of Spares:** The replacement of parts, if required, must be replaced with new, equivalent or higher one compatible with the UPS under AMC.
6. **Preventive Maintenance:** Periodical preventive maintenance will have to be made once in every two months by the firm with prior permission.
7. **Additional Charges:** The AMC cost should be inclusive of all (convenience of service engineer, transportation cost etc.), if any. No charge for rendering service will be borne by the High Court in addition other than the AMC cost.
8. **Statutory Levies:** The AMC cost includes all statutory levies, if any, charged by the State or Central Govt. for rendering this type of service.
9. **Working Hours:** The maintenance work shall normally be done during working hours, however, in case of emergency maintenance may be done beyond office hours and even

on holidays. In such case, prior arrangement through proper communication should be worked out by the servicing agencies.

10. **Reporting Authority:** Service Engineer will only be allowed to handle the respective equipments with the permission of the Section in-Charge.
11. **Response Time:** Normal response time for repair is 24-hours from the actual time of reporting the problem to the Vendor of AMC, failing which, strict action would be initiated as per the Response Time Table given below:

RESPONSE TIME TABLE


	Period	Penalty
Response Time	Above 24 Hours & below 48 hours	Warning but no penalty.
	Above 48 Hours & below 96 hours	A penalty of 1% of the contract amount.
	Above 96 hours	A penalty of 2% of the contract amount.

CONDITIONS APPLICABLE FOR SUPPLY OF BATTERY :

12. **Type of Battery:** 12 Volt-42 AH SMF battery (preferable Exide, Amron, Rocket, etc.)
13. **Quantity of Battery:** 30(thirty) Units of 12 Volt-42 AH. Rates should be quoted separately for (i) New Procurement; and (ii) Procurement under buy back policy as per Prescribed format at **Annexure-A**.
14. The bidder for supply of Batteries should be an **OEM (Original Equipment Manufacturer) or direct Authorized Dealer of the OEM.**
 - i) In the case of System Integrator or authorized representative of OEM, financial turnover for last the Financial Year(FY) & experience of bidder only will be considered for evaluating eligibility criteria. Attached appropriate document of financial turnover & experience of the last FY.
 - ii) In case of authorized representative, current authorization from OEM authorizing the bidder as its authorized representative shall be submitted.
 - iii) In case of OEM, Proof of being Original Equipment Manufacturer (OEM) shall be submitted alongwith the Bid.
15. **Warranty:** Warranty of the batteries must be of minimum 3(three) years' onsite warranty. Warranty offering beyond 3(three) years, at the same cost, will be given preference.
16. The bidder for supply of Batteries should have valid PAN/VAT/Sales Tax/Service Tax registration. Please mention your GST Registration No. in the offer.
17. **Tax Deduction :** TDS/TCS, if applicable, will be deducted as per applicable statutory norms prescribed by the Govt.
18. **Non-Refundable Document Fees :** Bidder for Battery will submit a non-refundable Demand Draft of ₹ 500/- (Rupees five hundred only) from a nationalized/ scheduled bank, valid for minimum 180 days, drawn in favour of "**Registrar (Admn. P & M), High Court of Tripura**", payable at Agartala with their Quotation paper. The date of the draft submitted for the same should not be earlier than the date of issue of this Notice Inviting Tender (NIT).


19. **Delivery period** : Quotationer in whose favour the work order/ supply order will be issued will have to complete the supply within 21(twenty-one) days of the issuance of the work/ supply order and in case of failure to supply the articles within the specified period, a new work order/ supply order may be re-issued to another firm as per decision of the Authority after cancelling the previous one.
20. **Court of Law**: Disagreement if any, arising out of the contract shall be settled by either of the parties in the Court of law within the jurisdiction of the High Court of Tripura.
21. **Final Authority**: The final authority regarding payments, any dispute in AMC, purchase of batteries, etc. will be settled by the Head of the Organization who is offering the AMC.
22. **Authorization Certificate from OEM**: The Bidder, alongwith the quotation, shall annex a copy of the letter of the company showing that he is the authorized Service provider / firm / Supplier of that Company.
23. **Date of Submission and Opening of Bids** : The last date of submission of Quotation is 10th October, 2018 within 4:30 P.M. and Tender/Quotation shall be opened in the Chamber of the Registrar (Admn., P&M) on 11th October, 2018 at 03:00 P.M. in presence of the Quotationers who may desire to be present. The date of opening of the quotations may, however, be changed, if required at the discretion of the Authority within intimation to the Quotationer.
24. The High Court reserves the right to accept or reject any quotation including the lowest one without assigning any reason therefor.
25. **Specification & current status of 9KVA the Online UPS** :

Item Description	Quantity	Purchase Cost	Status of Hardware
9 KVA PWM IGBT based on-line UPS. Make & Model : Orion Astra	1(one)	₹ 2,22,000/-	Working Condition. (Batteries mostly drained out and require to be replaced)


 (S. Chakaraborty)
 19.9.18
 I/c Registrar(Admn. P&M)

COPY TO:

1. The Secretary attached with the Registrar General, High Court of Tripura;
2. Dy. Registrar (Judl.)-Cum- CPC, High Court of Tripura;
3. System Analyst, High Court of Tripura, Agartala with a request to upload the Notice Inviting Quotation in the web site of the High Court of Tripura, Agartala;
4. Superintendent, Store Section;
5. Superintendent, Accounts Section;
6. NOTICE BOARD, High Court of Tripura, Agartala, Tripura; and
7. ✓ ORDER FILE.


 (S. Chakaraborty)
 19.9.18
 I/c Registrar(Admn. P&M)

QUOTATION/BID FOR BATTERY PANNEL

Name of the Bidder :

Address of the bidder :

Contact No. :

eMail ID :

Specification of the Battery,		Unit Price for fresh supply (Including TAX)	Unit Price under buy-back policy (Including TAX)
Make/Brand			
Model			
Capacity			
Nominal Voltage			
Battery Type			
Battery Rating			
Warranty (Minimum 3 years)			
Extended Warranty (if any)			

Conditions from Bidder (If any)

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Signature with Seal