

**Allahabad Bank**  
**Department of Information Technology**  
**2 Netaji Subhash Road, Kolkata**

Ref. No. HO/DIT/HO Proc/Battery/102

Date: 25.06.2018

**Notice Inviting Tenders (NIT)**

**Sealed Quotations for Supply, Installation and Maintenance of SMF Batteries for UPS Systems on Buy Back Basis**

**Last Date & Time for Submission of Quotation 28.06.2018, 13:00 Hrs IST**

Allahabad Bank, Head Office, 2 Netaji Subhash Road, Kolkata - 700001, invites sealed tender for supply, installation and maintenance of sealed maintenance free Batteries for UPS under Buy Back of Old batteries installed at Allahabad Bank, Head Office, Kolkata.

Sealed tenders are invited from eligible bidders/concerns with following Specifications and Terms & Conditions:

**Eligibility Criteria:** A bidder should be required to satisfy the following requirements for being eligible for participation in the bidding process

**Eligibility Criteria is tabulated as under:**

<b>Eligibility Criteria</b>	<b>Documents Required</b>
1. Bidders should be the OEM/authorised dealers/suppliers/resellers of Batteries.	<b>Documentary evidence required in case of OEM/ authorised dealers/resellers.</b>
2. OEM should have valid ISO 9001: 2015 Quality Certificates, ISO 14001 & OHSAS ISO 180001 Certificate.	<b>Signed (by the authorized signatory) and sealed copies of the certificates.</b>
3. Bidder should have its own Office at Kolkata.	<b>Details of Office at Kolkata as per Annexure-III</b>
4. The bidder should have been operating in India for a minimum period of 2 years as on 30.04.2018.	<b>Copy of the Certificate of Incorporation /Partnership Deed signed by authorized signatory, is to be submitted.</b>
5. Bidders/OEM must have the service centres/support engineers/technicians locally in Kolkata.	<b>Details of Service centres in Kolkata should be submitted on company letter Head signed and sealed by authorised signatory.</b>

## Supply, Installation and Maintenance of Batteries :

### Details of Project / Proposed Work:

Place of Work	1. Allahabad Bank, Head Office, 14 India Exchange, 4 <sup>th</sup> Floor, Personal Administration Department, Kolkata - 700001 2. Allahabad Bank, Head Office, 2 Netaji Subhash Road, 2 <sup>nd</sup> Floor, Department of Information Technology, Kolkata - 700001
Quantities	(12V, 75 AH) - 30 nos. - Personal Administration Dept. (12V, 75 AH) - 32 nos. - Dept. of Information Technology
Battery Specifications	Sealed Maintenance Free (SMF) Valve regulated Lead Acid Battery $\geq 12$ V each of uniform AH rating (12V, 75AH) <b>Manufacturer : Should be Indian Manufacturer</b> 1) <b>Buy Back of Old Batteries (12V, 75AH, 62 nos.)</b>
Warranty & Services	<b>Two (02) years onsite replacement</b> warranty from the date of installation.
Payment Terms	100% payment on submission of the following documents. 1) Delivery & Successful installation of Batteries. 2) Invoice with Bank Details. 3) Submission of Performance Bank Guarantee (PBG) in the form of Bank Guarantee amounting to 10% of order value valid for two years + 60 days from the date of installation. 4) Certificate from the Office for successful installation of new batteries and removal of old batteries/ rubbish/ Cartons & superfluous materials.
Delivery Period	Within One (01) week from the date of receipt of Purchase Order (Installation includes necessary connection of the batteries with the UPS along with connector/cable, and no separate charges will be paid for this).
Delivery Site	As per Annexure
Tender Documents	The tender can be downloaded from Bank's website <a href="http://www.allahabadbank.in">http://www.allahabadbank.in</a> on A4 size paper.
Date of issue of NIT	26.06.2018
Last Date & Time of Submission of Bids	28.06.2018, 13:00 Hrs IST
Date of Opening of Bids	28.06.2018, 13:30 Hrs IST
Bid Reference	HO/DIT/HO Proc/Battery/102 dated 25.06.2018
Bid Validity	One (01) month from the date of submission of Bids.
Authority & Place of submission & Opening of Tender Bids	Chief Manager - IT Allahabad Bank, Head Office, Department of Information Technology, 2 Netaji Subhash Road, Kolkata - 700001

### **Note :**

- ✓ The Language of Bid should be in English.

- ✓ No Changes are allowed / permitted after the submission of the documents. The offer should contain only single quote of any one make of battery. The offer with multiple quotes will be rejected.
- ✓ Bank reserves the right to postpone the date or/and time of opening of Bids. If so bidders will be informed separately about the new date and timing of opening of bids.
- ✓ Bank reserves the right to accept/reject any make/price without assigning any reasons thereof.
- ✓ Please note that the quotation incomplete in any respect or not submitted in specified format (*Annexure-I*) will be liable for rejection. Allahabad Bank reserves the right to accept or reject in part or full any or all the offers without assigning any reasons whatsoever.

**Chief Manager-IT**  
**D.I.T, Head Office,**  
**Allahabad Bank**

## Terms & Conditions for Installation

**(To be signed and attached along with Sealed Bid)**

1. **Date of commencement:** - The date of commencement shall be reckoned as the date of work order issued to the successful Bidder.
2. **Time of completion:** - The work shall be completed (installation & commissioning) in all respect within a period of 1 (One) weeks from the date of receipt of purchase order.
3. **Liquidated damage:** - If the supplier fails to complete the job within the stipulated time due to reasons not attributable to Bank, the Bank will be entitled to charge liquidated damage @ 0.5% of the ordered value per week subject to a maximum of 5% of the ordered value.
4. **Validity Period:** - The price quoted will be valid for a period of **30 days from** the date of opening of Bid.
5. Bank will not bear & be liable towards payments/expenses/charges with regard to delivery, transportation, installation & any risk/damage on account of this.
6. The vendor will observe all necessary precaution at his cost to safeguard the workers during execution of work. Bank will not be responsible for any mishapening during execution of work.
7. In case of Battery failure during warranty period, the vendor has to attend the site within 2 hours and has to replace the faulty batteries at their own cost within 4 hours.
8. The vendor has to replace the entire set of batteries within a week, in case of more than two occasions of failure during warranty period.
9. No bid will be entertained without the buyback price. In case buyback price is NIL, then the same must be mentioned in the Bid.

**Signature of the contractor**

**(With seal)**

**(PRICE BID)**

**(Annexure - I)**

Price Schedule for Batteries

**NIT Ref. no. HO/DIT/HO Proc/Battery/102 Dated: 25/06/2018**

*(Amount in Rs.)*

Details of the Batteries	Make/ Model & Weight of the Battery (To be mentioned by bidder)	Unit Price of the Battery (Exclusive of taxes) (A)	Tax (B)	Qty (C)	Total price (Inclusive of taxes) C= (A + B) x C	Unit Price of the old Battery (excl. of taxes) (12V, 75AH) (D)	Tax (applicable) on Old Batteries (E)	Total Price of the old Battery (incl. of taxes) F= (D+E) x C	Net Total Price of the batteries after Buyback of Old Batteries I=(C - F)
12V/75AH SMF Batteries									

**Net Total Bid Price: Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_)**

We understand that the Bank is not bound to accept the lowest or any bid the Bank receives and Bank has right to accept or reject in part of full any or all the offers without assigning any reason thereof.

**Note :**

- a) Net Total Price of the total batteries after Buyback of Old Batteries will be taken into consideration.
- b) The Batteries should be delivered on immediate basis, on receipt of Purchase Order.
- c) The Unit and Net Total Price should be given in full INR (i.e. without decimal places). The Net Total Price should be inclusive of applicable (in India) GST and Octroi /Entry Tax /equivalent Local Authority Cess, which shall be paid / reimbursed on actual basis on production of bills.

Place: \_\_\_\_\_ Signature of Bidder \_\_\_\_\_ Name of the Bidder \_\_\_\_\_

Date: \_\_\_\_\_ Company Name/Business: \_\_\_\_\_

Phone No. of Bidder: \_\_\_\_\_

Address \_\_\_\_\_

**Declaration for Acceptance of NIT Terms and Conditions**

*(NIT Ref. no. HO/DIT/HO Proc/Battery/102 Dated: 25/06/2018)*

To

The Chief Manager  
Department of Information Technology  
Head Office  
Allahabad Bank  
2 N.S. Road  
Kolkata-700001

Sir,

**Subject: NIT for "Supply, Installation and Maintenance of Sealed Maintenance free (SMF) Batteries at "Allahabad Bank, Head Office".**

I have carefully gone through the Terms & Conditions as mentioned in the above referred NIT document. I declare that all the provisions of this NIT is acceptable to my company. I further certify that I am an authorized signatory of my company and, therefore, competent to make this declaration.

Yours Sincerely,

*(Signature of the Authorized Signatory of the Bidder)*

Printed Name:

Designation:

Seal:

Date:

Business Address:

**DETAILS OF OFFICE/ SERVICE SUPPORT DETAILS**

(NIT Ref. no. HO/DIT/HO Proc/Battery/102      Dated: 25/06/2018)

(Please attach list strictly as per following format)

<b>Sl. No.</b>	<b>Location</b>	<b>Complete Address</b>	<b>Name of Contact Persons along with Phone No. and E-mail Address</b>
1	Kolkata		

Date: \_\_\_\_\_

Seal and Signature of authorized signatory: \_\_\_\_\_