



**Pollution Control Board, Assam**  
**Bamunimaidam, Guwahati-21**

**SHORT NOTICE INVITING QUOTATION**

No. WB/G-706/12-13/24 <sup>985</sup>

Dated Guwahati, the 3<sup>rd</sup> Aug, 2022

Sealed quotation are invited from registered and experience contractors / firm for **"Supply and Installation of SMF Batteries for Online UPS systems to be installed at Silchar Regional Office of Pollution Control Board, Assam"**. Quotations will be received upto **2.30 PM on 16.08.2022** and will be opened on the same day at **3.30 PM** in presence of quotationer or their authorized representatives. In case the day of submission of the quotations happen to be a holiday on account of Govt. Notification, the tenders shall be received and opened on the next working day at 3.30 PM for which no separate communication will be made. **Eligibility Criteria, General Terms & Conditions, Past Experience Criteria**, duly completed **Check List, Price Bid of Quotation** and **Manufactures Authorization Form** are as per **Appendix – A, B, C, D, E & F** respectively.

|  |   |  |
|--|---|--|
| <b>Name of Work</b>                              | : | <b>"Supply and Installation of SMF Batteries for Online UPS systems to be installed at Silchar Regional Offices of Pollution Control Board, Assam"</b>   |
| <b>Last Date of issue of paper for quotation</b> | : | 12.08.2022   |
| <b>Last Date &amp; Time for submission</b>       | : | Upto 2.30 PM on 16.08.2022   |
| <b>Date &amp; Time for opening</b>               | : | 3.30 PM on 16.08.2022  |
| <b>Time of Completion</b>                        | : | 1 (one) month  |
| <b>Earnest Money</b>                             | : | Rs. 5,000/- (Rupees Five Thousand) only must be deposited by bidders in the form of Banker Cheque/DD in favour of <b>"Member Secretary, Pollution Control Board, Bamunimaidum, Guwahati-781021, Assam</b> and should be submitted along with their bids. |
| <b>Cost of Quotation Paper</b>                   | : | Rs.500/- (Rs Five hundred) - Non refundable  |

  
(Shantanu Kr. Dutta)  
**Member Secretary**

Dated Guwahati, the 3<sup>rd</sup> Aug, 2022

Memo No. WB/G-706/12-13/24- A

Copy to:

1. P.A. to the Chairman, PCBA for kind appraisal of the Hon'ble Chairman.
2. The Asstt. Manager (F&A), Head Office, PCBA for information & necessary action.
3. The Member, Central Tender Committee, PCBA for information and necessary action.
4. M/S APS Advertising Pvt. Ltd to publish the Short Notice Inviting Quotation immediately in the "Amar Asom" daily Newspaper on day only in the inner page of minimum size and submit the bill in duplicate to the undersigned for payment.
5. Website (www.pcbassam.org) / Notice Board of the Board's Head Office, PCBA.

  
(Shantanu Kr. Dutta)  
**Member Secretary**

**ELIGIBILITY CRITERIA**

1. The bidders should be Original Equipment Manufacturer (OEM) of UPS/SMF BATTERIES or the authorized distributor/dealers of such manufacturers and have their registered office in the State of Assam. Enclose quotation specific valid manufacturer's authorization letter as documentary proof for the same ( Format as per Annexure-F)
2. The OEM should have a dedicated **Toll Free No.** for service call logging & resolution (no. to be provided). Or else bid shall be rejected.
3. The bidder should have been in the business of UPS & SMF BATTERIES sales, service, implementation & integration related activities for at least **past 3 years**. Relevant Documentary evidence to be furnished or else bid shall be rejected.
4. The bidder should be reputed firm and having all necessary certificates, viz. PAN, GST Registration, Authorized Dealership/Distributorship certificate, NSIC Registration etc. The signed photocopies of all the certificates should be attached with the tender.
5. **After Sales Service:**  
Bidder must have its own co-ordination office in **Assam** for the supply and maintenance services, along with adequate stores of reserve replacement equipment and spares. In addition it must have a network of service centers (of its own) so that it can provide installation support, after-sales service & maintenance services for PCB Assam. There should be a minimum of 01 (One) such centres at District headquarters of Assam. Bidder must maintain sufficient qualified and competent staff to provide requisite installation support, after-sales service & maintenance. Such personnel should be on the bidders direct payroll (documentary evidence to be furnished) and shall be adequately trained to perform the obligations under the supply order. List of such manpower with names, qualification, and experience along with their contact numbers and addresses to be provided. Relevant portions, in the documents submitted in pursuance of eligibility criterion, shall be highlighted. If tender were not accompanied by all the above-mentioned documents, the same would be rejected. Undertaking for subsequent submission of any of the above documents will not be entertained under any circumstances. Upon verification, evaluation / assessment, if in case any information furnished by the Bidder is found to be false/incorrect, their total bid shall be summarily rejected and no correspondence on the same, shall be entertained.

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**“GENERAL TERMS AND CONDITIONS”****1. Earnest Money:-**

1. Earnest Money of Rs. 5,000/- (Rupees Five Thousand) only must be deposited by bidders only in the form of Banker Cheque/DD in favour of **“Member Secretary, Pollution Control Board, Bamunimaidum, Guwahati-781021, Assam** and should be submitted along with their bids.
  2. No request for transfer of any previous deposit of earnest money deposit or payment of any pending bill held by the department in respect of any previous work will be entertained.
  3. Bidder shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the Bidder fails to observe and comply with the stipulations made herein or backs out after quoting the rates, the aforesaid amount of earnest money will be forfeited.
  4. No claim shall lie against the Government/Department in respect of erosion in the value of interest on the amount of earnest money deposit or security deposit.
2. **Bidder should not have been blacklisted or debarred from business by any Government Institutions/undertakings/recognized educational institutions, Banks/financial institutions /Public Sector companies in the last 10 years. The bidder has to give an affidavit on non-judicial stamp paper duly attested by notary that the firm/supplier and the firm has not been blacklisted or debarred in the past by any Govt. or Private Organization. In-case any false declaration is submitted, the bidder shall be permanently black-listed from this organization and legal proceedings may be initiated against such parties.**
3. All pages of the quotation and documents shall be signed and dated at the lower right hand corner by the owner or by a person holding power of attorney authorizing him to sign on behalf of the quotationer before submission of the Quotation.
4. **Rate:** The rate should be quoted item-wise in the Bid of quotation (Annexure-E) in both words and figure inclusive of all taxes in the proper place of QUOTATION PAPER. No conditional quotation will be accepted. No correction/alternation or over writing shall be allowed in the quotation.
5. The selected Bidder(s) shall be empanelled with PCB, Assam for a period of one year, which can be extended for a further period of another one year. Rates quoted shall be valid for the period of empanelment and the extended period, if mutually agreed upon.
6. **Validity of the bids:** The bids shall be valid for a period of 6 months from the date of acceptance of the bid.
7. **Signing of Quotation:-** Individual signing the quotation or other documents connected with contract must specify whether he is signing as-
- a) A 'sole proprietor' of the concern or constituted attorney of such sole proprietor.
  - b) A partner of the firm, if it be a partnership firm, in which case he must have authority to execute contracts on behalf of the firm and to refer to arbitration disputes concerning the business of the partnership either by virtue of the partnership agreement or a power of attorney duly executed by the partners of the firm.
  - c) Director or a principal officer duly authorized by the board or Directors of the Company, if it is a company.

**NB.**

- (1) In cases of partnership firm, a copy of the partnership agreement, or general power of attorney duly attested by a Notary Public, should be furnished on stamped paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney. The attested copy of the certificate of registration of firm should also be enclosed along with the tender.
- (2) In case of partnership firms, where no authority to refer disputes concerning the business of partnership firm has been conferred on any partner, the tender and all other related documents must be signed by all partners of the firm.

- (3) A person signing the tender form or any documents forming part of the tender on behalf of another person should have an authority to bind such other person and if, on inquiry it appears that the persons so signing had no authority to do so, the Pollution Control Board Assam may without prejudice, cancel the contract and hold the signatory liable for all costs, consequence and damages under the civil and criminal remedies available.
8. Quoting incredibly low value of items with a view to subverting the tender process shall be rejected straight way and EMD of such Bidder will be forfeited.
  9. **Terms of Payment:** 100% payment shall be made against successful delivery and installation of goods. Payment will be made by cheque within 15 (fifteen) days after completion of installation and submission of Bill whichever is later.
  10. Leaflets if available or colour photographs of the items should be submitted with the quotation. Failure to which the quotation will be rejected without further communication.
  11. **Warranty:** Warranty of minimum (24) twenty four months from the date of installation will be applicable against defects, worn out and unconformity to the specification and the same shall have to be replaced serviceable stores of laid down specification by the supplier free of any other cost within the stipulated period. Failing to do so will result in forfeiture of security money besides legal action.
  12. **Date of delivery and place:** Delivery should be completed within 30 days from the date of receipt of formal supply & installation order. In exceptional circumstances which is beyond of the control of the supplier further extension for a period of 30 days may be granted. If the Bidder fails to deliver the stores or any consignment thereof within the period prescribed for delivery, the purchaser shall be entitled to recover 0.5% of the value for the delayed supply & installation of the consignment for each day(s)/week(s)/month(s) of delay or part thereof.
  13. All disputes will be subjected to the jurisdiction of Guwahati Court only.

## Annexure-C

### Past Experience Criteria

1. The Bidder must have had an average annual turnover of at least **Rs. 10 (Ten) lakh per year** from Sales of UPS and SMF BATTERIES.
2. The bidder must have past experience in undertaking and having executed at least 03(three) works of supply of On-line UPS or SMF BATTERIES , with work order individually costing not less than **Rs. 1.00 lakhs**, in the last 3(three) financial years in the state of Assam to Govt. Institutions /PSU's/educational institutions / Banks & financial institutions. The Bidder must submit copies of supply orders/work completion/satisfactory certificate to substantiate fulfilment of the above criteria and information.

by

## Check List

| Sr. No. | Requirement  | Bidder Compliance |
|---------|--|-------------------|
| 1       | EMD & Tender Fee   |                   |
| 2       | Latest Manufacturer's Authorization Letter (Tender Specific)   |                   |
| 3       | The bidder must have past experience in undertaking and having executed at least 03(three) works of supply of On-line UPS or SMF BATTERIES, in the last 3(three) financial years in the state of Assam to Govt. Institutions /PSU's/educational institutions / Banks & financial institutions. The Bidder must submit copies of supply orders/work completion/satisfactory letters that substantiate fulfilment of the above criteria and information. |                   |
| 4       | Product Literature / Information Brochure  |                   |
| 5       | Documents (PO Copies/Certificates) against Eligibility & Experience Criteria   |                   |
| 6       | GST Registration Certificate   |                   |
| 7       | PAN  |                   |
| 8       | Validity of quoted rate agreed as per NIQ  |                   |
| 9       | Payment term agreed as per NIQ   |                   |
| 10      | Delivery terms agreed as per NIQ   |                   |
| 11      | Warranty period agreed as per NIQ  |                   |
| 12      | The bidders should be Original Equipment Manufacturer (OEM) of UPS/SMF BATTERIES or the authorized distributor/dealers of such manufacturers and have their registered office in the State of Assam. Enclose tender specific valid manufacturer's authorisation letter as documentary proof for the same.  |                   |
| 13      | The OEM should have a dedicated Toll Free No. for service call logging & resolution (no. to be provided). Or else bid shall be rejected.   |                   |
| 14      | The Bidder should not have been blacklisted or debarred from business from any government organization in last 10 years. Copy of affidavit to this effect must be submitted  |                   |
| 15      | The bidder should have been in the business of UPS & SMF BATTERIES sales, service, implementation & integration related activities for at least past 5 years. Relevant Documentary evidence to be furnished or else bid shall be rejected  |                   |

Note: - Bidders/Bidders which do not fulfil any or all the above conditions or incomplete in any respect are liable to be rejected.



## Price Bid of Quotation

Parameters and Technical specification for "Supply and Installation of SMF Batteries for Online UPS systems to be installed at Silchar Regional Office of Pollution Control Board, Assam".

| Delivery Location  | Make & Specifications   |
|--|---|
| <p>Supply &amp; Installation of 12V 65 AH SMF batteries for Online UPS systems to be installed at Silchar Regional offices of Pollution control Board, Assam</p> | <p>Battery Rating :<br/>12V 65 AH SMF Battery</p> <p>The general specification governing the design, manufacture, testing, packaging and accessories shall be as follows</p> <ol style="list-style-type: none"> <li>1. The UPS battery should conform to JIS 8702 C specifications.</li> <li>2. Batteries should have been manufactured in India as per Govt of India's made in India Concept</li> <li>3. Manufacturing facility should have certifications of ISO 9001:2008 and TS16949:2009</li> <li>4. Also manufacturing facility should be environmentally friendly with ISO 14001 certification with proper HSE department.</li> <li>5. Battery should have been designed for Indian power supply conditions and hence should give minimum following number of cycles</li> <li>6. The battery should be capable of delivering the following minimum back up time power at an End Module Voltage of 10.5V DC per 12V module.</li> <li>7. The battery should have been tested and performance validated by third party agency like ETDC or CPRI.</li> <li>8. Battery cover and container should be made of poly propylene co polymer plastic material as it has low permeability to avoid water loss due to evaporation. Batteries made of ABS container and cover is not acceptable.</li> <li>9. Batteries end walls should have reinforcement to avoid bulging during usage of the batteries.</li> <li>10. The battery cover and container should be bonded with heat sealing method and not by resin</li> <li>11. The assembly line should be automatic with vaccumised acid filling mechanism so that uniform acid fill is achieved.</li> <li>12. Own oxide powder manufacturing facility should be there for the battery manufacturer</li> <li>13. Own grid and plate making facility should be available</li> <li>14. The terminal should be L Type made with automatic post burning process. To provide protection against accidental shorting between terminals (safety of operating person and to protect the terminals from damage during transportation, batteries should have a PPCP protector over each terminals with clear polarity marking.</li> <li>15. Battery should have been manufactured using Inter cell welding process.</li> <li>16. All the parts / components of the battery should have been manufactured in house.</li> <li>17. All the batteries should have been manufactured in the same production facility.</li> <li>18. The supplier should submit internal test report along with the batteries</li> <li>19. Batteries should have UL approval for safety</li> <li>20. Principal company should have pan India network</li> <li>21. Company should have toll free number where service call can be logged in case there is any battery failure during warranty period.</li> <li>22. Company service team should use online equipment for checking healthiness of batteries so that system shutdown can be avoided.</li> </ol> |

**COMPLIANCE STATEMENT FOR SPECIFICATIONS**

| Specifications as per Annexure-.... | Quoted Item Specs.     | Make & Model | Complied (Yes/No) | Deviations, if any |
|-------------------------------------|------------------------|--------------|-------------------|--------------------|
| Required Specification              | Offered Specifications |              |                   |                    |
| 12V 65AH SMF Battery                |                        |              |                   |                    |

Signature of Bidder with Seal:-

Name of Bidder :-

Address :-

Date :-



### Financial Bid

Notice Inviting Sealed Quotation for "Supply and Installation of SMF Batteries for Online UPS systems to be in Silchar Regional Office of Pollution Control Board, Assam".

Prices in Financial Bid should be quoted in the following format. All prices should be quoted for 2-years warranty. Prices should be quoted in Indian Rupees and indicated both in figures and words.

| S. No.                                  | Item Description       | Qty | Unit Price (Rs.) | Rate in figures | Rate in words | Sub Total Amount | GST | Total Price (All inclusive) with Two year warranty (Rs.) |
|---|------------------------|-----|------------------|-----------------|---------------|------------------|-----|--|
| (1)                                     | (2)                    | (3) | (4)              | (5)             | (6)           | (7)              | (8) | (9)  |
| 1                                       | SMF Battery 12V, 65 AH | 14  |                  |                 |               |                  |     |  |
| (-) Buyback Value on old Batteries      |                        |     |                  |                 |               |                  |     |  |
| Grand total for Supply and installation |                        |     |                  |                 |               |                  |     |  |

The rate quoted above will be inclusive of all kinds of incidental charges and all taxes, transportation etc.

In case there is a discrepancy between the amounts quoted in figures 'Col-5' and in words 'Col-6', the amount quoted in words will be taken as valid for the purpose of evaluation.

Signature of Bidder with Seal:-

Name of Bidder :-

Address :-

Date :-



MANUFACTURERS AUTHORIZATION FORM

Our Ref#:

Date:

To,

**The Member Secretary,  
Pollution Control Board, Assam**

Ref : Quotation Ref No.

WHEREAS

We (**Name of Manufactures** ), who are official manufacturers of (**Details of product manufactured**), having factories at (Address of the factory) do hereby authorize (**Name & Address of authorize bidder**) to submit a bid the purpose of which is to provide the following Goods, manufactured by us and to subsequently negotiate and sign the Contract against the above tender.

We hereby extend our full guarantee and warranty, with respect to the Goods offered by the above firm against this tender.

The Company or Firm or Individual naming ( **Name of authorize bidder** ) is only authorized to bid and conclude the contract for the above goods manufactured by us against this specified tender no.:.....Accepting, (Name of authorize bidder) no other bidder is allow to quote for the this tender.

Yours Faithfully

For and behalf of

Name in full:

Designation:

Duly authorized to sign this Authorization on behalf of:

Dated on

Place:

