

Tender Fee: Rs.500/-



**Society for Applied Microwave Electronics Engineering
and Research (SAMEER)
Centre for Electromagnetic Environmental Effects (E3),
Visakhapatnam**

(An autonomous R&D Laboratory under Ministry of Electronics and IT,
(MeitY), Government of India)

Door No.4-55/5, Flat No.GF-03, Gopal & Deekshitha Enclave,
Chandram palem, PM Palem Post,
Visakhapatnam, Andhra Pradesh - 530 041
Tel: 0891-2733309, Fax: 0891-2733310
Email: purchasevizag.sameer@nic.in,
Website: ce3.sameer.gov.in

**Tender Document for Supply and Installation of
20KVA Online UPS
2017-18**

Tender No. SMR_E3_VIZ/PUR/CP001/2017-18/LT

SAMEER - Centre for Electromagnetic Environmental Effects (E3),

Door No.4-55/5, Flat No.GF-03, Gopal & Deekshitha Enclave, Chandram palem,
PM Palem Post, Visakhapatnam, Andhra Pradesh - 530 041

Notice Inviting Tenders

Tender Notice No. SMR E3 VIZ/PUR/CP001/2017-18/LT

Sealed Tenders are hereby invited by the Programme Director, SAMEER - Centre for Electromagnetic Environmental Effects(E3), Door No.4-55/5, Flat No.GF-03, Gopal & Deekshitha Enclave, Chandram Palem, PM Palem Post, Visakhapatnam, AP - 530 041, from the Contractors who Supply and Install the 20KVA Online UPS.

Name of Work	:	Supply and Installation of 20KVA Online UPS for SAMEER Centre for Electromagnetic Environmental Effects(E3), for Permanent office located at Plot No.40, APIIC Industrial Park,NH-16, Gambheeram Village, Anandapuram Mandal,Visakhapatnam-531163.
Tender Fee	:	Rs.500/-
Earnest Money Deposit	:	12,000/-
Security deposit	:	10% of Contract Value

Note: This tender schedule should be returned with all papers intact without detaching any part of the document.

The PROGRAMME DIRECTOR, SAMEER, Visakhapatnam, reserves the right to reject any or all tenders or to allot part of the works to different agencies without assigning any reason thereof.

PROGRAMME DIRECTOR
SAMEER - Centre for Electromagnetic
Environmental Effects (E3),
Visakhapatnam,
Andhra Pradesh - 530 041

Tender Notice No. SMR E3 VIZ/PUR/CP003/2016-17/LT

I	Authority, Designation and Address	The Programme Director, SAMEER - Centre for Electromagnetic Environmental Effects (E3), Door No.4-55/5, Flat No.GF-03, Gopal & Deekshitha Enclave, Chandram palem, PM Palem Post, Visakhapatnam, Andhra Pradesh - 530 041 Website: ce3.sameer.gov.in
II	A. Name of the work/Purchase: B. Place of execution	Supply and Installation of 20KVA Online UPS Plot No.40, APIIC Industrial Park, NH-16, Gambheeram Village, Anandapuram Mandal, Visakhapatnam-531163
III	Tender documents - Place and due date for obtaining tender	Tender documents can be downloaded from website / or obtained from 03.07.2017 to 25.07.2017 at the address mentioned serial no.I
IV	Due Date, time and place of submission of Tender	Due Date : 25.07.2017 Time : 5.00 P.M. Place : At the address mentioned at serial no. I
V	Date, time and place of Tender Opening	Opening : 26.07.2017 Time : 10.30 A.M. Place : At the address mentioned at serial no. I
VI	Any other important criteria specified by the tender inviting authority	Tender received after due date and time will be summarily rejected.

Sealed tenders are invited for Supply and Installation of 20KVA Online UPS for SAMEER, Visakhapatnam, from well-established reputed firms/registered Vendor. The bid should be sealed by the bidder and duly superscribed as Tender No: **SMR E3 VIZ/PUR/CP001/2017-18/LT** and name of the tender with due date for submission.

Intending eligible bidders may download the tender documents from the official website i.e. ce3.sameer.gov.in. They must ensure that requisite tender fee/cost is enclosed in the form of Account Payee Demand Draft from any of the commercial bank in favour of "SAMEER - Centre for Electromagnetic Environmental Effects(E3), Visakhapatnam", with their tender, failing which the tender will be treated as incomplete and will be ignored.

The EMD & Tender fee (Demand Draft) should be enclosed with the technical bid of tender document.

**PROGRAMME DIRECTOR
SAMEER, Visakhapatnam**

SECTION-I

INSTRUCTIONS TO BIDDERS

1. INTRODUCTION

1.1 Definitions:

- (a) "SAMEER" means the Society for Applied Microwave Electronics Engineering and Research (SAMEER), Visakhapatnam.
- (b) "Bidder" means any registered entity engaging in business such as a Public Ltd, Proprietorship, partnership, private concern or corporation who participates in this tender and submits its bid.
- (c) "Vendor" means any registered entity engaging in business such as a Public Limited, proprietorship, partnership, private concern or corporation who are providing the Security Services under the contract.
- (d) "Scope" means standards of works mentioned in Section IV, which the Vendor is required to take during the contract period.
- (e) "Price" means the price payable to the Vendor under the work order for the full and proper performance of its contractual obligations.
- (f) 'Parties' mean SAMEER as one part and the Vendor as the other part

The Bidder is expected to examine all instructions, forms, terms and specifications in the Bid Documents. Failure to furnish all information required as per the Bid Documents or submission of bids not substantially responsive to the Bid Documents in every respect, will be at the bidder's risk, and may result in rejection of the bid.

1.2 CLARIFICATION OF THE BID DOCUMENTS BY THE VENDOR:

A prospective bidder, requiring any clarification of the Bid Documents shall notify SAMEER in writing or by Fax at SAMEER's mailing address indicated in the Invitation for Bids. The clarification will be accepted till 2 (two) days before from the due date of tender. The reply will be communicated to respective bidders.

2. PREPARATION OF BIDS

- 2.1 Clause by Clause compliance demonstrating substantive responsiveness to all the conditions by signing and stamping on all the pages of the original bid document No. **SMR E3 VIZ/PUR/CP001/2017-18/LT** by authorized person(s).
- 2.2 The financial bid shall contain price schedule in which the values will be filled in the appropriate columns.
- 2.3 Conditional bids will not be accepted.
- 2.4 The Vendor shall submit his tender, only after carefully examining the whole of the tender documents and the conditions of tender and of contract, scope of work etc.

Note: All the documents submitted (whether original or photocopy) in the bid must be legible & self-attested.

3. BID PRICES:

- 3.1 The Service Charges to be charged by the Vendor should be clearly indicated.

- 3.2 Prices indicated on the Price Schedule shall be entered in the following manner:
- (i) The service charges shall be quoted clearly.
 - (ii) All the taxes and levies included in the rate quoted shall be clearly mentioned.
 - (iii) It should be ensured that the amounts are written in such a way that interpretation is not possible. No blank space should be left.

4. BID SECURITY (EARNEST MONEY DEPOSIT):

- 4.1 The bidders shall furnish, as part of his bid, a Bid Security (EMD) for an amount of Rs.12,000/- (Rupees Twelve Thousand Only) in the form of Demand Draft/ Banker Cheque from any Nationalized Bank in favour of "SAMEER - Centre for Electromagnetic Environmental Effects(E3)," payable at Visakhapatnam. The BS/EMD will bear no interest whatsoever. The EMD & Tender fee should be enclosed with the Technical Bid of tender document.
- 4.2 The bid security is to protect SAMEER against the risk of bidder's conduct, which would warrant the bid security's forfeiture.
- 4.3 A bid not secured in accordance with Para 4.1 shall be rejected by SAMEER being non-responsive at the bid opening stage and returned to the bidder.
- 4.4 The bid security/EMD of the unsuccessful bidder will be discharged /returned to them at the earliest / 30 days after award of contract/order. The BS/EMD of successful bidder will be retained as Retention Money and the same will be returned after one month from the date of settlement of final bill without any interest.
- 4.5 The bid security may be forfeited:
- (a) If a bidder withdraws his bid during the period of bid validity or makes modifications to his tender which are not acceptable to SAMEER.
 - (b) In the case of a successful bidder, if the bidder fails to sign the contract and does not furnish the security deposit.
 - (c) Failure to fulfill the contract terms & conditions

4.6 SECURITY DEPOSIT:

The Vendor shall furnish a Security Deposit in the form of Bank Guarantee (from any one of the Nationalized Bank or SBI) or by Demand Draft for 10% of the total Contract Value of one year. This Security Deposit should be furnished within 10 days of the issue of the Contract. This Security Deposit will not bear any interest. The Security Deposit will be refunded after satisfactory completion of the contract. In case the Security Deposit is to be furnished in the form of Bank Guarantee, it should be valid for 2 months beyond the contract period for lodging the claims, if any. The Bank Guarantee should be furnished in the format prescribed by SAMEER.

5. PERIOD OF VALIDITY OF BIDS:

Bid shall remain valid for 90 days after the date of bid opening prescribed by SAMEER.

6. FORMATS AND SIGNING OF BID:

- 6.1 All pages of the Technical bid and Financial Bid, shall be signed by the person or persons signing the bid. The bids submitted shall be sealed properly.

6.2 The bid shall contain no insertions, erasures or overwriting except as necessary to correct errors made by the bidder in which case such corrections shall be signed by the person or persons signing the bid.

7. LATE BIDS:

Any bid received by SAMEER after the due date & time for submission of bids prescribed by SAMEER shall be rejected.

8. OPENING OF BIDS BY SAMEER:

8.1 SAMEER shall open bids in the presence of bidders or their authorized representatives who choose to attend, at 10.30 A.M. on Tender opening date. The bidder's representatives, who are present, shall sign in a register. Authority letter to this effect shall be submitted by the bidders before they are allowed to participate in bid opening.

8.2 A maximum of two representatives for any bidder shall be authorized and permitted to attend the bid opening.

8.3 The date fixed for opening of bids, if subsequently declared as holiday by the SAMEER, Visakhapatnam, the revised date of schedule will be notified. However, in absence of such notification, the bids will be opened in the next working day, time and venue remaining unaltered.

8.4 The Two bid tendering process comprises the following:

(i) The *technical bids* will be opened in the first stage, at 10.30 AM on Tender opening date and the same will be scrutinized and evaluated by the competent committee/authority with reference to parameters prescribed in the tender documents and the offers received from the bidders.

(ii) In the second stage, the *financial bids* of only the technically accepted offers (as decided in the first stage above) will be opened for further scrutiny, evaluation, ranking and placement of contract. The financial bids of the eligible bidders will be opened after intimating the date and time to bidder through mail/fax, etc.,

9. CLARIFICATION OF BID DOCUMENTS BY SAMEER

To assist in the examination, evaluation and comparison of bids SAMEER may, at its discretion ask the bidder for the clarification of its bid. The request for clarification and the response shall be in writing. However, no post bid clarification at the initiative of the bidder shall be entertained after opening of the tender.

10. TENDER EVALUATION:

10.1 SAMEER shall evaluate the bids to determine whether they are complete, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are generally in order.

10.2 Tender committee will scrutinize the bids based on the eligibility criteria and technical specification compliance. The technically qualified bidders only will be called for financial bid opening.

10.3 Arithmetical errors shall be rectified on the following basis. If there is a discrepancy between the unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected by SAMEER. If there is a discrepancy between words and figures, the amount in words shall prevail. If the Vendor does not accept the correction of the errors, his bid shall be rejected.

10.4 The evaluation and comparison of responsive bids shall be done only on the Service Charges offered inclusive of all Levies & Taxes, as applicable i.e., as indicated in the Price Schedule of the Bid Document.

10.5 SAMEER may waive any minor non-conformity or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any bidder.

10.6 L1 Bidder will be selected based on the Service charges quoted. The Bidder whose financial / Price Bid is accepted will have to enter into an agreement with SAMEER, Vizag, as per proforma given.

11. CONTACTING SAMEER:

11.1 No bidder shall try to influence SAMEER on any matter relating to its bid, from the time of tendering till the time the contract is awarded.

11.2 Any effort by a bidder to influence SAMEER in SAMEER's bid evaluation, bid comparison or contract award decision shall result in the rejection of the bid.

12. SAMEER'S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS:

SAMEER reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the bidder or bidders. **Any deviations / irrelevant specifications in this tender will not be accepted.** Final decision of accepting or rejecting any/all bid(s) will be at the discretion of SAMEER.

13. PLACEMENT OF ORDER:

SAMEER shall consider placement of order on the bidder whose offer has been found technically and financially acceptable. SAMEER shall have full rights to place order fully or partially of the total requirement.

14. AWARD OF CONTRACT:

14.1 SAMEER reserves the right to terminate the contract if the services are found unsatisfactory with two month notice.

14.2 SAMEER reserves the right to disqualify the Vendor for a suitable period who habitually failed to execute the services. SAMEER reserves the right to blacklist a bidder for a suitable period, in case, he fails to honor his bid without sufficient reasonable grounds.

14.3 The Vendor shall strictly comply with the terms and conditions of contract. In case of violation of any of the terms, the contract shall be liable for cancellation immediately.

15. JURISDICTION:

The civil court, Visakhapatnam, will have the jurisdiction.

16. ARBITRATION:

If, a dispute arises out of or in connection with this contract, or in respect of any defined legal relationship associated therewith or derived there from, shall be settled amicably between the parties through negotiations and conciliation whether during the existence of the contract and after the completion or abandonment of the contract. In case the parties are not able to settle the dispute or difference through negotiations

and conciliation, such dispute or difference shall be referred to a sole arbitrator who would be appointed by the Director, SAMEER, Mumbai, as per the Arbitration & Conciliation Act,1996. The venue of the arbitration shall be at Visakhapatnam. The language of the arbitration proceedings shall be in English.

SECTION-II

TECHNICAL SPECIFICATION FOR Online UPS 20KVA AGAINST TENDER NO: SMR_E3_VIZ/CP001/2017/LT

SCOPE:-

These specifications cover the Supply, installation and demonstration of the equipment at our SAMEER Visakhapatnam permanent campus located at Plot No.40, APIIC Industrial Park, Gambheeram Village, Anandapuram Mandal, IIM Rd, Visakhapatnam, Andhra Pradesh - 530052.

REQUIREMENT:

1. **One Number (01)** Online UPS 20KVA is required.

SPECIFICATIONS:

1. **Online UPS Rating** : 20KVA

2. **Back-up time** : 30 min

3. INPUT:

Voltage range : 415V, Three phase; -15%, +10%
Input Power Factor at full load : >0.95
Frequency Range : 45-55 Hz
Phase : Three Phase + Neutral + Earth (5 Wires)
Power Device : IGBT's / SCR's

4. OUTPUT:

Output Voltage : 415V AC
Phase : Three phase
Output Frequency : 50 Hz (+/-0.1%)
Overload : 150% for 1 min, 125% for 10 min.
Current Crest Factor : 3:1
Harmonic Distortion : <= 2% THD (Linear Load)
<= 5% THD (Non Linear Load)
Transfer Time : AC to Battery mode: Zero msec.
Inverter to Bypass: Zero msec.
Wave Form (Battery Mode) : Pure Sine Wave
Efficiency (AC to AC) : 85% to 92%
Transient Response : For 100% step load change, +/- 5% and
Recovers to normal within 20 milliseconds

5. BATTERY:

Type : Tubular type
Amaron/ Exide or equivalent
Requirements : Battery Rack Support & Connecting cables
High heat tolerance capacity for Indian
weather conditions.
Highest reserve capacity,

Charging: easy and fast,
Less prone to lose water,
Maintenance should be not
needed that often,
Contain low lead reserve.

6. ENVIRONMENT:

Relative Humidity : 0-95% RH, Non Condensing.
Noise Level : <60dB @ 1 meter distance.
Cooling : Forced Air

7. DISPLAY:

LCD Display : LCD Display to monitor Input Voltage,
Battery Voltage, Charging Current,
Discharging Current, Output Voltage,
Output Frequency, Load Percentage,
Bypass Voltage, Frequency.
Audible Alarm : Mains Failure Alarm, Low Battery Alarm,
Overload, Over Temperature.
Protection : Output over Voltage Protection,
Overload Protection, Short Circuit Protection,
Low Battery Protection.

8. ISOLATION:

Isolation Transformer : UPS must contain Inbuilt Isolation
Transformer.

9. COMMUNICATION INTERFACE:

Standard : RS 232 Port for software Interface.

10. HOUSING:

Instrument shall be housed and packed in a robust, shock proof and weather proof cover so that it is not damaged during transportation.

11. DEMONSTRATION:

The free of cost demonstration of the offered instrument shall be arranged by the bidder prior to order to prove confirmation to the ranges / specification.

12. AFTER SALES SERVICE:

The bidder shall provide after sales service free of cost during warranty period. The bidder shall confirm that the after sales services and necessary spare parts required if any, shall be available in India at least for a period of 5 years from the date of expiry of warranty period. The facility to provide after sales services and spare parts for a period of 5 years after expiry of warranty period in India is mandatory otherwise their bids will be considered as non-responsive.

13. WARRANTY:

The instrument shall be supplied with a Warranty period of 3 years from the date of Supply and Acceptance.

14. CALIBRATION CERTIFICATES:

The equipment shall be supplied with calibration certificates. The instruments used for such calibration shall have traceability to National Physical Laboratories or NABL accredited laboratories. For bidders offering equipment from outside India, the calibration certificates shall be from manufacturer's laboratory having accreditation from certification agency or independent testing laboratory.

15. DEPARTURE FROM SPECIFICATION:

If the tenderer departs from above technical parameters required as mentioned above than he should clearly indicate such departures in writing and reasons thereof.

16. DELIVERY SCHEDULE:

Within 5-6 weeks from the date of placing Purchase Order.

SECTION- III

Commercial & Other Terms and Conditions

Vendor to state Complied / Not Complied – Deviations in the REMARKS column

S.N.	DESCRIPTION	ESSENTIAL CONDITIONS	REMARKS
a.	PRICES	<p>a. For Import Order :Prices quoted should be on FCA (nearest Airport at shipper's country) , Name of the Airport should be mentioned clearly.</p> <p>b. For Local Order : Prices should include delivery charges up to SAMEER's Stores. Octroi charges, if applicable, should be charged at actual. Any additional charges, taxes and levies should be clearly mentioned. In the event of a Purchase Order, it will be the responsibility of the supplier to pay whatever charges are payable to different agencies in their country. Octroi charges, if any, will be reimbursed to the supplier on production of the octroi receipt. The purchaser will not pay any charges other than the agreed price as per the contract.</p>	
b.	TAXES , DUTIES AND LEVIES APPLICABLE	<p>(Existing applicable rates should be mentioned)</p> <p>1.</p> <p>2.</p> <p>3.</p> <p>4.</p> <p>5.</p>	
c.	PACKING	All the items should be packed in suitable boxes, crated and protected from damages during the transit till it deliver to destination.	
d.	FREIGHT AND INSURANCE	a. For Local Order: To be arranged by supplier.	

		<p>All the items shall be delivered to Stores Officer, SAMEER - Centre for Electromagnetic Environmental Effects (CE3), Visakhapatnam after obtaining a shipping release in the appropriate pro-forma from the purchaser. The Vendor shall be fully responsible for the safe delivery of all the items from and to SAMEER CE3 Visakhapatnam and shall satisfy the purchaser that adequate measures have been taken for the same.</p> <p>b. For Import Order: To be arranged by the Supplier. All the items shall be delivered to Stores Officer, SAMEER - Centre for Electromagnetic Environmental Effects (CE3), Visakhapatnam after obtaining a shipping release in the appropriate pro-forma from the purchaser. The Vendor shall be fully responsible for the safe delivery of all the items from and to SAMEER CE3 Visakhapatnam and shall satisfy the purchaser that adequate measures have been taken for the same.</p>	
e.	OCTROI	<p>a. For Local Order : To be paid by the supplier, if applicable. It will be reimbursed by SAMEER on production of actual receipt only. all formalities for octroi exemption if applicable are to be done by the supplier.</p> <p>b. For Import Order : Will be paid by SAMEER.</p>	
f.	MODE OF DELIVERY	<p>a. For Local Order : By road b. For Import Order : By Air (To the nearest Airport, and from Airport to SAMEER premises by Road)</p>	
g.	DELIVERY SCHEDULE	5-6 weeks after placement of P.O	
h.	WARRANTY	3 years from the date of Supply and Acceptance	
i.	PAYMENT TERMS	<p>a. For Import order : 90 % against Irrevocable Letter of Credit or Sight Draft and balance 10 % through wire transfer against submission of PBG.</p> <p>b. For Local order : 100 % after delivery followed by inspection, acceptance and installation (whichever is applicable) of material / consignment, at SAMEER.</p>	
j.	PERFORMANCE	The successful bidder has to give Performance Bank Guarantee (PBG) in the	

	GUARANTEE	form of an Account Payee Demand Draft / Fixed Deposit Receipt from an Indian commercial bank / Bank Guarantee from an Indian commercial bank / a counter Letter of Credit (LC) from our bankers (in case of foreign order), for 10 % of Order Value. Performance Bank Guarantee should remain valid for a period of sixty days beyond the warranty period.	
k.	VALIDITY OF QUOTATION	90 DAYS MIN FROM THE DUE DATE.	
l	ANY OTHER CHARGES APPLICABLE	SUPPLIER TO SPECIFY	
m.	EXEMPTION FOR CUSTOM DUTY AND EXCISE DUTY	SAMEER is registered with Department of Scientific and Industrial Research (DSIR) for the purpose of availing custom duty exemption in terms of Government Notification No. 51/96-customs amended to 24/2007-customs dated 1 st March 2007. {Approx. 9.356 % duty is applicable under this notification (5 % Basic + 4 % SAD + cess)} and central excise duty exemption in terms of Government Notification no. 10/97-central excise amended to 16/2007-central excise dated 1 st March 2007.	
n.	JURISDICTION	Visakhapatnam, Andhra Pradesh	
<p>Vendor's Signature :</p> <p style="text-align: right;">Seal :</p>			

SECTION-IV

Format for Price Bid (in INR)

IMPORTANT

Vendor is required to submit the price bid in the given format on their LETTER HEAD.

One copy of the price bid without the financial figure should be enclosed along with the Technical Bid.

ITEM	DESCRIPTION	QUANTIT Y	RATE IN INR	PRICE IN INR
I				
II				
III				
IV				
V	OTHER CHARGES			
1.	TAXES AND DUTIES APPLICABLE ON ITEMS			
	I			
	II			
	III			
	IV			
2.	FREIGHT from Vendor's manufacturing facility to SAMEER Visakhapatnam.			
3.	INSURANCE			
4.	OCTROI			
5.	ADDITIONAL CHARGES IF ANY			
	TOTAL AMOUNT			
	TOTAL AMOUNT (IN WORDS)			
Vendor's Signature:		Seal:		

Format for Price Bid (in Foreign currency)

IMPORTANT

Vendor is required to submit the price bid in the given format on their LETTER HEAD.

One copy of the price bid without the financial figure should be enclosed along with the Technical Bid.

ITEM	DESCRIPTION	QUANTIT Y	RATE IN (Name of currency)	PRICE IN (Name of currency)
I				
II				
III				
IV				
	ADDITIONAL CHARGES IF ANY			
	FCA CHARGES (Name of the Intl. airport) From Vendor's manufacturing/shipping facility to Manufacturer's country's Intl. Airport.			
	TOTAL AMOUNT			
	TOTAL AMOUNT (IN WORDS)			
	Vendor's Signature:			Seal:

S/d

Purchase Officer