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 <b>Government eProcurement System</b>	<b>eProcurement System Government of India</b>	
	<b>Tender Details</b>	
		Date : 06-Apr-2018 03:02 PM
 Print		

Basic Details			
<b>Organisation Chain</b>	Ministry of Culture  General Administration Section - MoC		
<b>Tender Reference Number</b>	16-6/2018-GA		
<b>Tender ID</b>	2018_MC_324851_1		
<b>Tender Type</b>	Open Tender	<b>Form of contract</b>	Works
<b>Tender Category</b>	Works	<b>No. of Covers</b>	2
<b>General Technical Evaluation Allowed</b>	No	<b>ItemWise Technical Evaluation Allowed</b>	No
<b>Payment Mode</b>	Offline	<b>Is Multi Currency Allowed For BOQ</b>	No
<b>Is Multi Currency Allowed For Fee</b>	No		

Payment Instruments		
Offline	S.No	Instrument Type
	1	Demand Draft

Cover Details, No. Of Covers - 2			
Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	3 years experience certificate in Ministries/Departments
		.pdf	Ongoing AMC for UPS in Ministries/Departments
		.pdf	Bid Security Deposit for Rs.10000 drawn in favour of DDO Ministry of Culture
		.pdf	Copies of PAN, last 3 years ITR and GST certificates
		.pdf	Proof of Name and address of the firm with telephone no. mobile no. and email.ID
		.pdf	Duly filled annexure III as per tender document
		.pdf	Annual turnover certificate certified by chartered accountant for an amount of Rs. 5 lakhs or more
		.pdf	Notarized affidavit to the effect that the firm has not been blacklisted
2	Finance	.pdf	Duly filled Annexure IV as per tender document

Tender Fee Details, [Total Fee in ₹ * - 0.00]			
<b>Tender Fee in ₹</b>	0.00		
<b>Fee Payable To</b>	Nil	<b>Fee Payable At</b>	Nil
	No		

EMD Fee Details			
<b>EMD Amount in ₹</b>	10,000	<b>EMD Exemption Allowed</b>	Yes
<b>EMD Fee Type</b>	fixed	<b>EMD Percentage</b>	NA

Tender Fee Exemption Allowed	
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EMD Payable To	DDO Ministry of Culture	EMD Payable At	New Delhi
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Work /Item(s)					
Title	Comprehensive Annual Maintenance contract for UPS in the Ministry				
Work Description	Comprehensive Annual Maintenance contract for UPS in the Ministry				
Pre Qualification Details	Please refer Tender documents.				
Independent External Monitor	NA				
Tender Value in ₹	4,00,000	Product Category	Miscellaneous Works	Sub category	NA
Contract Type	Tender	Bid Validity(Days)	120	Period Of Work (Days)	365
Location	Shastri Bhawan NewDelhi	Pincode	110001	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	330 C wing Shastri Bhawan New Delhi

Critical Dates			
Publish Date	06-Apr-2018 03:15 PM	Bid Opening Date	20-Apr-2018 03:30 PM
Document Download / Sale Start Date	06-Apr-2018 03:30 PM	Document Download / Sale End Date	19-Apr-2018 03:00 PM
Clarification Start Date	NA	Clarification End Date	NA
Bid Submission Start Date	06-Apr-2018 03:35 PM	Bid Submission End Date	19-Apr-2018 03:00 PM

Tender Documents				
NIT Document	S.No	Document Name	Description	Document Size (in KB)
	1	Tendernotice_1.pdf	Comprehensive Annual Maintenance contract for UPS in the Ministry of Culture	2394.04
Work Item Documents	S.No	Document Type	Document Name	Description
	1	Tender Documents	AMCUPS.pdf	Comprehensive Annual Maintenance contract for UPS in the Ministry

Bid Openers List			
S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	sk.singh95@nic.in	SATYENDRA KUMAR SINGH	SATYENDRA KUMAR SINGH
2.	anjana.10@nic.in	ANJANA .	ANJANA

Tender Inviting Authority	
Name	Manoj Dehury Under Secretary
Address	330 C wing Ministry of Culture Shastri Bhawan New Delhi 110001

Tender Creator Details	
Created By	SANJAY KUMAR TARUN
Designation	section officer
Created Date	06-Apr-2018 02:57 PM

File No. 16-6/2018-GA  
Government of India  
Ministry of Culture

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Shastri Bhavan, New Delhi,  
Dated : the 5<sup>th</sup> April, 2018

To

(THE INTERESTED BIDDERS)

Subject: Invitation to Tender for comprehensive annual maintenance contract for repair & maintenance of UPSs in the Ministry - regarding.

I am directed to invite online Tenders for award of Comprehensive Annual Maintenance Contract of UPS [online 70 numbers & offline 114 numbers] of this Ministry. Interested firms may send their tender online along with a Bid Security Deposit of Rs. 10,000/- (Rupees ten thousand only) in the form of Account Payee Demand Draft from any nationalized bank in favour of "DDO, Ministry of Culture, Shastri Bhavan, New Delhi."

2. The tender document may be downloaded from the CPP Portal/website of the Ministry. In case of any query, please contact Section Officer (Genl. Admn.), Ministry of Culture, Room No. 330, C-Wing, Shastri Bhawan, New Delhi - 110001 (Phone: 2338 1282).

3. The quotations may be submitted in two bids, viz. technical and financial. Technical Bid should contain company profile and authenticated documents to prove the eligibility of all conditions as per Annexure-III. The Financial Bid should contain only the Financial Charges as per Annexure-IV. Omission of any of the demanded documents may result in the rejection of their entire tender. Firms should go through the tender advertisement thoroughly and submit their quotations only if they meet terms and conditions of the Ministry as detailed in Annexure - II.

4. The firms should submit the quotations latest by 3:00 PM on 20<sup>th</sup> April, 2018 online. The quotation/tender received in any manner other than through online would not be opened and would be summarily rejected.

5. The firms/bidders should not have been blacklisted by any Ministry/Department of the Government of India. The tendering firms/bidders shall have to give a notarized affidavit on a paper of appropriate value to the effect that they have not been blacklisted or their business dealings with Government Ministries Departments have not been banned.

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The Tender Opening Committee will open the technical bids at 3:30 PM on 1 April, 2018 in Room No. 330, C Wing, Shastri Bhavan, New Delhi in the presence of participating bidders, who may like to be present in person or through their duly authorized representative. The Committee/competent authority will assess the ability of the agencies based on its record, profile and on such other criteria as per technical bids. The representatives of only those found successful at the technical bid stage would be allowed to be present at the time of opening of financial bids (date of opening of financial bids will be announced to eligible bidders later).

7. The firms/bidders should not have been blacklisted by any Ministry/Department of the Government of India. The tendering firms/bidders shall have to give a notarized affidavit on a paper of appropriate value to the effect that they have not been blacklisted or their business dealings with Government Ministries Departments have not been banned.

8. The Ministry reserves the right to cancel any or all of the Tenders without assigning any reason.

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5/4/2018  
(Manoj Dehury)

Under Secretary to the Govt. of India  
Tel: 2338 4261

Enclosure:

- (i) Crucial Dates (Annexure-I)
- (ii) Detailed job requirement and terms & conditions (Annexure-II)
- (iii) Format of Technical Bid (Annexure-III)
- (iv) Format of Financial Bid (Annexure-IV).

Copy to:

- i) Technical Director (NIC), Ministry of Culture, Shastri Bhavan, New Delhi. The aforesaid letter may kindly be up-loaded in a non-editable version on this Ministry's official website.
- ii) All Ministries and Department of Govt. of India located at New Delhi/Delhi with the request that the firms engaged by them for the purpose may be requested to submit their tenders, if interested.

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Annexure -I

IMPORTANT DATES

ePublished Date	:	06.04.2018
Document Download Start	:	06.04.2018
Bid Submission Start Date	:	06.04.2018
Document Download End Date	:	19.04.2018
Bid Submission End Date	:	19.04.2018
Bid Opening	:	20.04.2018

## General Terms and Conditions

The firms should have at least 03 years' experience in maintenance of UPS. They also should have successfully executed AMC in Central Government Ministries/Departments/Organizations under Ministries. Copies of orders of AMCs for the last three years may be enclosed.

2. The firms must have ongoing AMC for UPS in Ministries/Departments of Government of India. The firm should provide a satisfactory service certificate in this regard.

3. The Firm should provide a mechanic well qualified with a minimum of three (3) years' experience. The mechanic should be available five days (Monday to Friday) a week from 9:00 AM to 5:30 PM. His service may be required on odd hours and also on holidays as the situation demands. The mechanic should have experience in maintenance of various types of UPSs.

4. The firm must ensure and assure that the firm who enters into the AMC contract with the Ministry will not outsource it further. Any deviation from this would lead to blacklisting.

5. The AMC will be given initially for a period of one year after finalization of the contract. The rates quoted will remain in force for the entire period of contract. No demand for revision of rate on any account shall be entertained during the contract period. It will be open to the Ministry to extend the terms of the agreement for a further period of one to two years on satisfactory performance of the firm.

7. The firm shall provide services during office hours in the offices of Ministry at Shastri Bhavan, NAI Annexe and Puratatva Bhavan, INA, etc. without any additional cost.

8. Log-report of the firm will indicate the nature of complaint, date and time of booking the complaint, time when the UPS is repaired and total down time. This record will be signed by the firm's service engineer, and user.

9. If any UPS is not repaired within 24 hrs. the firm will provide standby UPS. If however, the firm fails to repair or provide a stand-by UPS, a penalty of Rs.100/- (Rupees hundred only) shall be payable by the firm per day for delay.

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10. New UPSs purchased will be included in AMC as soon as warranty expires.
11. The firm would use only OEM spare parts. The firm must have Multi-OEM product support capability. A certificate is to be given by the firm in each case/repair that OEM products parts are used. No additional charges will be given for change of parts like Battery, transformer, etc.
12. It is mandatory that the firm should maintain inventory of spares in the Ministry under the custody of Mechanic.
13. The Contract will be valid for a period of 12 months. In case the services of the Contractor are not found satisfactory or contractor fails to comply with any terms and conditions of this contract, the Department may terminate the Contract.
14. The contract shall be subject to the Indian laws and Jurisdiction of the Courts located in Delhi.

Signature of the authorized signatory  
of the Tenderer with seal of the Firm

PROFORMA FOR TECHNICAL BID

(Award of AMC of UPS in Ministry of Culture)

Qualifying Bid Documents

(Copies of all documents are required to be uploaded in the Technical Bid on the CPP Portal)

Tender No. . 16-16/2018-GA

Sl. No.	Details	
1	Name of Company/Firm	
2	Address with Tele No., Mobile No. & email	
3	Contact person's name, phone number and mobile number	
4	Essential Details (Self Attested copies to be enclosed)	
I	Proof of execution of AMC of UPS. The experience certificate should be issued by officers of the level of Section Officer and above.	
II	Annual turnover certificate certified by Chartered Accountant for an amount of Rs. 5 lakhs (Rupees five lakhs only) or more	
III	Copies of PAN Card, ITR of last three years, GST registration certificates;	
IV	Details of firm/company in case of Partnership Firm.	
5.	Details of EMD of Rs. 10,000/-	

Declaration

I hereby certified that the information furnished above is full and correct to the best of my knowledge. I understand that in case any deviation in the above statement at any stage, the company will be blacklisted and will not have any dealing with the Ministry in future.

(Name &amp; Signature of authorised signatory with stamp)



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**PROFORMA FOR FINANCIAL BID**  
(Award of AMC of Desktop Computers and printers & Laptops)

Financial Bid Documents

er No. 16-16/2018-GA

Description of Work	Number of UPS	Rate in Rs. per piece (excluding GST)
Offline UPS of 1 KVA	114	Rs .....
Online UPS of 1 KVA	70	Rs.....

(Name & Signature of authorized signatory with stamp)