

**Tender for Annual Maintenance Contract (AMC) of
Un-interrupted Power Supplies (UPS) installed at
various Branches/Offices of Himachal Pradesh
Gramin Bank**

Ref. No. HPGB/HO/IT/2017/753

Date: -15.06.2017

HPGB (HIMACHAL PRADESH GRAMIN BANK) invites competitive bids from OEM/ reputed and experienced firms for taking up Annual Maintenance Contract of UPS's at offices/Branches of Himachal Pradesh Gramin Bank for a one year period. Last date for bid submission will be on 22.06.2017, 3 PM and bids will be opened on the same day at 3.30 PM.

TERMS & CONDITIONS

A. GENERAL

- I. The Annual Maintenance contract is for a period of 12 months from the date of issue of letter to commence the work
- II. The bid must be accompanied by an EMD of Rs 10,000/- (Rupees Ten Thousand only) in the form of Demand Draft favoring Himachal Pradesh Gramin Bank payable at Mandi Himachal Pradesh. EMD of successful bidder shall be released on acceptance of Performance Bank Guarantee. The EMD of unsuccessful bidders shall be refunded within one month of finalization of the tender. No interest shall be paid on the EMD. Bids not accompanied by EMD shall be rejected.
- III. A performance bank guarantee shall be submitted by the successful bidder for 10% of the total value of AMC contract. It should be valid for a period of 12 months from the contract start date.

IV. Bid shall remain valid for a period of 90 days from the last date specified for submission.

V. Himachal Pradesh Gramin Bank reserves the right to accept / reject any quotation without assigning any reason.

VI. Bids complete in all respects should be received at Head Office, Himachal Pradesh Gramin Bank in the following address before the due date and time.

Chairman, Himachal Pradesh Gramin Bank, Head Office, Jail road, Panjethi, Mandi, Himachal Pradesh-175001 Phone:01905-227513

VII. The Bidder shall quote every item as mentioned in the tender documents. The total bid price shall be inclusive of all taxes, levies and duties. The amount of taxes, levies, duties or any other charges included in the price should be indicated clearly.

VIII. Bidders are required to quote firm prices. No cost escalation shall be accepted for payment for the supplies/services unless specifically mentioned by HPGB in the Tender document.

IX. In case of any default by the Contractor in any of the terms & conditions, HPGB may without prejudice to any other right/remedy which shall have accrued or shall accrue thereafter, terminate the contract, in whole or in part, by giving 10 days notice in writing to the Contractor .

X. The Courts in Mandi alone shall have exclusive jurisdiction with regard to any matter/dispute relating to or arising out of this contract.

XI. Contractor shall in no case lease/transfer/sublet/appoint sub-contractor or care taker to render the services under the Contract.

XII. The final acceptance of the tender would be entirely vested with HPGB, which reserves the right to accept or reject any tender, at any stage of the tender. The decision of HPGB in this regard will be final and no disputes in this regard will be entertained

B. SCOPE OF WORK AND SPL. CONDITIONS

- I. The contractor shall provide maintenance service to keep the UPS in good and efficient working condition covered under this contract. In addition to this, the contractor should provide preventive and corrective maintenance of UPS and should get verified from authorized official of the concerned branch/office. He should also carry out necessary repairs and provide SUITABLE replacement (equivalent or higher configuration) of defective part(s)/ equipments as required.
- II. The AMC is comprehensive i.e. no cost of parts replaced by contractor will be borne by HPGB. The spare part to be replaced should be genuine and branded.
- III. There may be addition or deletion of UPS during the tenure of the contract. The firm must maintain an inventory of components.
- IV. If the UPS is not repaired within three working days after reporting the complaint, liquidated damages will be levied at the rate of 0.5 % per week of AMC value and there after the machine can be repaired from outside at the risk and expense of the contractor firm.
- V. The service provider will be responsible for any mishap or accident or untoward incidence during the maintenance of machine which may occur due to negligence of the service engineer of the contractor firm.
- VI. The preventive maintenance (PM) is to be carried out once in 6 month. The preventive maintenance includes the following:

- ❖ Cleaning of UPS and batteries

- ❖ Checking fitment of internal and external hardware and heating of the system
- ❖ Cleaning of PCBs if any and operating power parameters.
- ❖ Break up call shall be attended immediately

Payment of bills: The payment will be released half yearly and T.D.S as applicable will be deducted.

The AMC will be awarded to firm for one year which will be extendable further, up to one more year on the basis of satisfactory performance of the firm in the first year.

c. Annual Maintenance Contract (AMC) of UPS installed at HPGB branches/offices:-

Details of UPS Rating Wise:-

S.NO	UPS Capacity	No. of UPS(A)	Make
1	5KVA	7	Numeric
2	3KVA	147	Numeric
3	2KVA	25	Numeric
Total		179	

For, HIAMCHAL PRADESH GRAMIN BANK

Sd/-
General Manager –IT
 (Vijay Kumar Garg)

Dated 15.06.2017

C. QUALIFICATION OF BIDDER

Bidder should be a registered firm under company's act 1956/proprietor/partnership (documentary proof may be enclosed)	Yes/ No
Bidder should have executed/completed at least one work order of similar services. (Copies of work order to be furnished).	Yes/No
Bidder should not have been blacklisted by Central/State Govt./Autonomous body/PSU. (Declaration to be furnished)	Yes/ No
Bidder should have PAN/TAN on his organization name and copies need to be furnished	Yes/No

Signature:-

Bidder Name:-

Dated:-

Seal:-

The Chairman
Himachal Pradesh Gramin Bank
Mandi

BID FORM

S.NO	UPS Capacity	No. of UPS(A)	Make	Rate per Unit (B)	Total (A*B)
1	5KVA	7	Numeric		
2	3KVA	147	Numeric		
3	2KVA	25	Numeric		
Total		179			
		Service Tax			
		VAT			
		Other Tax			
		Grand Total in ₹			

Signature:-

Name of Bidder:-

Seal:-

Date:-