

**SUPPLY, INSTALLATION, TESTING &  
COMMISSIONING OF UPS (Re-bidding)**

**NATIONAL CENTRE FOR SUSTAINABLE COASTAL MANAGEMENT  
Ministry of Environment, Forests and Climate Change (MoEF & CC)  
ANNA UNIVERSITY CAMPUS,  
CHENNAI- 600025, TAMILNADU**

**NOTICE INVITING TENDER FOR SUPPLY & INSTALLATION OF SUPPLY,  
INSTALLATION, TESTING & COMMISSIONING OF UPS**

National Centre for Sustainable Coastal Management (NCSCM), Chennai invites bids from different agencies having GST registration for SUPPLY, INSTALLATION, TESTING & COMMISSIONING OF UPS to the office of National Centre for Sustainable Coastal Management (NCSCM), Chennai.

  
Director, NCSCM

**TERMS AND CONDITIONS FOR SUPPLY & INSTALLATION, TESTING AND  
COMMISSIONING OF UPS**

1. The technical specifications of the item is at **Annexure-I**, which must be complied by the bidders for the offered items.
2. The financial bids of those bidders shall be opened who will qualify in the technical bids.
3. **Bid Price:**
  - 3.1 The quoted price should include all duties & taxes and the bidder's cost towards insurance, packing & forwarding and delivery at NCSCM, Chennai. However, the bidders have to indicate the GST rate in the prescribed column in the Price Format.
  - 3.2 The bids shall remain valid for a period not less than **120 days** after the last date of submission specified in the bid document.
4. **Performance Security:**
  - a) The successful bidder will have to submit Performance Security for an amount equal to 3% of the contract price in shape of Account Payee Demand Draft/ Pay Order from any Nationalized/ Scheduled Bank in favour of **National Centre for Sustainable Coastal Management**, payable at **Chennai**.
  - b) If the successful bidder fails to submit the Performance Security, the bidder may be debarred for three years from participating in the tenders by NCSCM, Chennai relating to Supply & Installation of Trinocular Stereoscopic Zoom Microscope with Accessories.
  - c) The Performance Security of the successful bidder will be returned to the bidder without interest only after successful completion of the warranty period.

## 5. Eligibility Criteria

The bidders must fulfill the following eligibility criteria to participate in the bidding process -

- a) Must be the Manufacturer or have been authorized by the Manufacturer.  
**(Self-attested copy of Manufacturer's Offer Form as in Annexure-VI or Manufacturer's Authorization Certificate as in Annexure-VII or Distributorship/ Dealership Certificate to be submitted.)**
- b) Must have successfully supplied & installed at least one number of similar types of goods during any of the last five (5) years i.e. 2017-18 to 2021-22.  
**(Self-attested copies of Purchase Orders/ Agreements/ Completion Certificates/ Performance Certificates from the Employers to be submitted along with information in Annexure-IV.)**
- c) Must have a minimum Average Annual Turnover of ₹12 Lakh during the last three (3) years i.e. 2019-20 to 2021-22.  
**(Self-attested copies of Audited Profit & Loss Accounts or Turnover Certificate issued by a Chartered Accountant as in Annexure-V to be submitted. Provisional turnover shall not be considered.)**
- d) **Support to MSEs**  
MSEs shall be exempted from payment of Earnest Money. they shall be required only to submit Bid Security Declaration as in Annexure X

**The start-ups are exempted from the criteria mentioned in (b) & (c) above. For such exemption, the bidder should enclose a self-attested copy of such registration certificate along with the Tender Document.**

Apart from above, the Bidders shall also furnish the following documents-

- One copy of this bid document duly signed by the bidder
- Checklist in **Annexure-III**
- Self-attested copy of Certificate of Incorporation/ Registration/ Partnership Deed, etc.
- Self-attested copy of PAN Card
- Self-attested copy of GST Registration Certificate.
- Price Bid as per **Annexure-II**

- Declaration in ₹100/- stamp paper to the effect that the firm has not been blacklisted by any Public Authority as per **Annexure-VIII**.

## 6. Evaluation and Selection

The bids shall be evaluated in two stages i.e. (1) evaluation of technical bids and (2) evaluation of financial bids.

## 7. Award of Contract:

- 7.1 Contract shall be awarded to the bidder whose bid will be determined to be substantially responsive and who has quoted the lowest evaluated price i.e. Price excluding GST.
- 7.2 In case two or more technically qualified bidders quote the same lowest evaluated price i.e. Price excluding GST, the bidder having the more Average Annual Turnover during the last 3 years i.e. 2019-20 to 2021-22 shall be awarded the contract.
- 7.3 Firms/ Agencies registered under SSI/ MSME are eligible for price preference of up to 15% over the non-MSE units as per directives of Ministry of Micro Small and Medium Enterprise. The bidder should enclose a copy of such registration under SSI/ MSME along with the Tender Document.
- 7.4 Local Suppliers shall be given purchase preference up to 20% as per the “Public Procurement (Preference to Make in India) order 2017 of GOI, Dept of DIPP”. The bidder should enclose a self-certification in this regard.
- 7.5 In case of participation of both MSE and Local Suppliers, MSE bidder will be given preference to match with L1 bidder as per Public Procurement Policy for MSEs Order 2012. MSE Bidders will be evaluated with L1+15% bracket whereas Local Suppliers will be evaluated with L1+20% bracket as MSE doesn't fall under Public Procurement (Preference to Make in India) Order 2017 as per Public Procurement Policy for MSE Order 2012 and Public Procurement (Preference to Make in India) Order 2017 is not applicable for MSEs.
- 7.6 Bidders declaring Local supplier/ MSE status to seek benefits of only one policy of the two. Bidders are not be allowed to change their status from MSE to Local supplier & vice versa.

- 7.7 Notwithstanding the above, the Employer reserves the right to accept or reject any or all bids and to cancel the bidding process at any time prior to the award of contract.
- 7.8 The bidder whose bid is accepted will be notified of the award of contract by the Employer prior to expiration of the quotation validity period.
- 7.9 Any effort by a bidder to influence the purchaser in its decision on bid evaluation or placement of purchase order may result in rejection of the bidder's offer.

**8. Delivery:**

- 8.1 The item must be delivered within 30 days of issue of the Purchase Order.
- 8.2 In case any defect is noticed while using the item, the same will be replaced by the supplier immediately and no payment will be made for the defective item.

**9. Payment:**

100% payment shall be made after successful supply & installation of the item.

**10. Penalty:**

- 10.1 Supply should be made within 60 days from the date of issue of the Purchase Order, failing which, Liquidated Damage will be imposed @ 1% per week or part thereof on the value of the goods, subject to a maximum of 10% of the value of the goods, which will be deducted from the payment due.
- 10.2 Once the Liquidated Damage exceeds 10% of the value of the goods, the Performance Security of the bidder will be forfeited and action may be initiated to blacklist the bidder.

**11. Termination:**

NCSCM, Chennai shall have the discretion to terminate the contract at any time by giving 15 days' notice whereupon the agency will immediately cease the provision of the services.

## **12. Discretion of Authority:**

NCSCM, Chennai reserves the right:

- a) To reject the entire tender, without assigning any reason.
- b) To cancel the purchase order in the event of unsatisfactory supply/ installation/ delay in supply or installation/ supply of inferior goods or non-observance of the relevant clauses of the bid document.

## **13. Settlement of Disputes**

- 13.1 NCSCM, Chennai and the supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the contract.
- 13.2 If, after thirty (30) days, the parties fail to resolve their disputes or differences by such mutual consultation, then NCSCM, Chennai or the supplier may give notice to the other party of its intention to commence arbitration, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given. Arbitration proceedings shall be conducted by a sole Arbitrator, in accordance with Arbitration and Conciliation Act, 1996. The Sole Arbitrator should be appointed by agreement between the parties; failing such agreement, by the appointing authority namely the Indian Council of Arbitration. The arbitration proceedings if any shall be held in Chennai. All legal disputes are subject to the jurisdiction of Chennai courts only.

TECHNICAL SPECIFICATIONS

Output	Output Power Capacity	16.0 KWatts / 20.0 kVA
	Max Configurable Power	16.0 KWatts / 20.0 kVA
	Nominal Output Voltage	230V
	Efficiency at Full Load	94%
	Output Voltage Distortion	Less than 3% or equivalent
	Other Output Voltages	220, 240,400,415
	Topology	Double Conversion Online
	Bypass	Should be built-in Static Bypass, Internal bypass (Automatic & Manual)
Input	Nominal Input Voltage	230v
	Input Frequency	40 to 70 Hz (auto sensing)
	Input Connections	Hard Wire 3 wire / 5 Wire (1PH/3PH+N+G)
	Input voltage range for main operations	150 - 300V
	Max.Input current	115A or equivalent
	Input Power factor for Full Load	0.98 or equivalent
	Input and Output facility required	3 Phase I/P to 3 Phase O/P; 3 Phase I/P to Single O/P; Single I/P to Single O/P
	Dual Input Power source facility	Yes (required)
	<b>Quantity</b>	<b>2 Nos</b>
Batteries		No internal battery (uses external battery system) (12V-100AH - 32 Numbers for one no .of UPS with suitable Battery rack stand)
Environmental	Operating Environment	0 - 40 °C or equivalent
	Operating Relative Humidity	0 - 95% or equivalent
	Operating Elevation	0- 3000 meters or equivalent
	Audible noise at 1 meter from surface of unit	50.00 - 60.00 dBA
	Storage temperature	-15 to -50° C
	Storage elevation	0 – 15000 meters or equivalent
	Storage relative humidity	0 – 95% or equivalent



Communications and Management	UPS Interface ports	DB9 RS 232, RJ45 10/100 Base-T, smart slot
	Control Panel	Multi-functional LCD and control console
	Alarm	Audible alarms by severity
	Emergency Power OFF (EPO) facility	Yes (required)
	SNMP Card for Network Monitoring	Yes (required)
Warranty	UPS	3years
	Batteries	3years
	Harmonic filter	It is required in UPS

FINANCIAL BID

Price Format

Sl. No.	Name of the Item	Unit	Quantity	Unit cost of Incidental Services, If any excluding GST (INR)	Price Excluding GST (Rs.)	% of GST
1	2	3	4		5	6
1.	20KVA UPS	No.	2			
2.	12V-100AH Batteries	No.	64			
3.	Battery rack stand	No.	2			

Price Excluding GST: Rs.----- (Rupees -----) only

Note:

If there is a discrepancy between the price in figure and words, then the price in words will prevail.

We agree to supply the above item as per specification with the price mentioned above.

Date:

Signature of the Bidder

Place:

Name & Business Address:

CHECKLIST

Sl. No.	Name of Document	Submitted (Yes/ No)	Page No.
1.	Self-attested copy of Certificate of Incorporation/ Registration/ Partnership Deed, etc.		
2.	Self-attested copy of GST Registration Certificate		
3.	Self-attested copy of PAN Card		
4.	Price Sheet as per price format in <b>Annexure-II</b>		
5.	Self-attested copies of Purchase Orders/ Agreements/ Completion Certificates/ Performance Certificates from the Employers during the last five (5) years i.e. 2017-18 to 2021-22		
6.	Past Performance Statement in <b>Annexure-IV</b>		
7.	Self-attested copies of Audited Profit & Loss Accounts or Turnover Certificate issued by a Chartered Accountant as in <b>Annexure-V</b> for the last three (3) years i.e. 2019-20 to 2021-22		
8.	Self-attested copy of Manufacturer's Offer Form [if the Bidder is the Original Equipment Manufacturer (OEM)] in <b>Annexure-VI</b>		
9.	Self-attested copy of Manufacturer's Authorization Form in <b>Annexure-VII</b> or Dealership Certificate (if the Bidder is an authorized Distributor/ Dealer)		
10.	Declaration in Rs.100/- stamp paper to the effect that the firm has not been blacklisted by any Public Authority in <b>Annexure-VIII</b>		
11.	Bid Security declaration for MSE – <b>Annexure X</b>		

Seal with Signature of the Bidder

**Annexure-V**

**Format for submission of past performance during last 5 years i.e. 2017-18 to 2021-22**

<b>Sl. No.</b>	<b>Name of the Organization</b>	<b>Year</b>	<b>Order No. with Date</b>	<b>Order Value</b>
1.				
2.				
3.				
4.				
5.				

**Date:**

**Signature of the bidder**

**Place:**

**Name and Address of the Bidder**

**TURNOVER CERTIFICATE**

I hereby certify that M/s. \_\_\_\_\_ (Name & address \_\_\_\_\_) is having the following annual turnover and the statement is true and correct –

<b>Sl. No.</b>	<b>Financial Year</b>	<b>Turnover</b>
1.	2019-20	₹ (Rupees only )
2.	2020-21	₹ (Rupees only )
3.	2021-22	₹ (Rupees only )

**Signature of the Bidder:**  
**Date:**

**Signature of Auditor/ Chartered Accountant**

**Membership No.:**

**Seal:**

MANUFACTURER’S OFFER FORM

(To be furnished in Cover “A” - Technical Bid)

[To be submitted by the Manufacturer in case the bidder is the Manufacturer (OEM)]

No.

Dated:

To

The Director

National Centre for Sustainable Coastal Management (NCSCM)

Chennai

Dear Sir,

Bid Reference Noxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx dt.xx.03.2023

Name of the Item:

1. We ..... (name of the OEM) declare that we are the original manufacturers of the above item having registered office at .....(full address with telephone number/ fax number, e-mail ID and website), and having factories at \_\_\_\_\_.

2. No company or firm or individual have been authorized to bid, negotiate and conclude the contract in regard to this business against this specific bid.

3. We hereby declare that we are willing to provide guarantee/ warranty and after sales service during the period of warranty as per the above bid.

4. We also hereby declare that we have the capacity to manufacture and supply the quantity of the items bided within the stipulated time.

(Name)

Date:

for and on behalf of M/s. \_\_\_\_\_

Place:

(Name of Manufacturer)

Seal

**Note: This letter of authority should be on the letterhead of the manufacturing concern and should be signed by a person competent and having the power of attorney to bind the manufacturer.**

**MANUFACTURER'S AUTHORIZATION FORM**

**(To be furnished in Cover "A" - Technical Bid)**

**(to be submitted by the authorized Distributor/ Dealer in case the bidder is the authorized Distributor/ Dealer of OEM)**

No.

Date:

The Director  
National Centre for Sustainable Coastal Management (NCSCM)  
Chennai

Dear Sir,

Bid Reference NoXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX dt.xx.03.2023

Name of the Item:

1. We ..... (name of the OEM) are the original manufacturers of the above item having registered office at ..... (full address with telephone number/ fax number, email ID and website), having factories at \_\_\_\_\_ and \_\_\_\_\_, do hereby authorize M/s. \_\_\_\_\_ (Name and address of bidder) to submit bids and subsequently negotiate and sign the contract with you against the above bid no.

2. No company or firm or individual other than M/s. \_\_\_\_\_ is authorized to bid, negotiate and conclude the contract in regard to this business against this specific bid.

3. We also hereby undertake to provide full guarantee/ warranty as agreed by the bidder in the event the bidder is changed as the dealer or the bidder fails to provide satisfactory after sales and service during such period of warranty.

4. We also hereby declare that we have the capacity to manufacture and supply the quantity of the items bided within the stipulated time.

Date:  
Place:

(Name)  
for and on behalf of M/s. \_\_\_\_\_  
(Name of Manufacturer)

Seal

**Note: This letter of authority should be on the letterhead of the manufacturing concern and should be signed by a person competent and having the power of attorney to bind the manufacturer.**

Declaration

To  
The Director  
National Centre for Sustainable Coastal Management,  
Chennai

I/We \_\_\_\_\_ have carefully read the tender document and confirm my/ our eligibility as required. I/ We solemnly declare that I/ we have never been convicted by any court of law or blacklisted/ debarred on financial/ administrative/ techno-legal ground by any appropriate authority. By submitting this bid, I/ we assure my/ our agreement to the terms and conditions of tender and will abide by the same if contract is awarded to me/ us.

Currently running criminal/civil suits against my/ our firm are:

(Write "NIL" if no court case pending otherwise give the list and enclose case details)

Signature of the bidder with seal

**NOTE: To be given in ₹100/- stamp paper.**





become payable under the provisions of the Contract at the times and in the manner prescribed in the Contract.

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dispute, and no arbitration in respect of this matter may be commenced unless such notice is given. Arbitration proceedings shall be conducted by a sole Arbitrator, in accordance with Arbitration and Conciliation Act, 1996. The Sole Arbitrator should be appointed by agreement between the parties; failing such agreement, by the appointing authority namely the Indian Council of Arbitration. The arbitration proceedings if any shall be held in Chennai. All legal disputes are subject to the jurisdiction of Chennai courts only.

For and on behalf of the Agency

For and on behalf of the NCSCM

Date:

Date:

1.Witness

1.Witness

2.Witness

2.Witness

**Documents relating to Bid Security.**

Note: To be submitted as part of Technical bid, along with supporting documents, if any. Submit as Form 7 as part of Technical bid, a Bid Securing Declaration In lieu of bid security in the following format. Bidders exempted from submission of bid security are also required to submit this.

Bid Securing Declaration  
(on Company Letter-head)

Bidder's Name

[Address and Contact Details]

Bidder's Reference No.

To

The Director

National Centre for Sustainable Coastal Management

Ministry of Environment, Forest & Climate Change

Anna University Campus,

Chennai-6000025, Tamil Nadu

Date.....

Ref: Tender Document No. xxxx; Tender Title: GOODS Sir/Madam

We, the undersigned, solemnly declare that:

We understand that according to the conditions of this Tender Document, the bid must be supported by a Bid Securing Declaration in lieu of Bid Security.

We unconditionally accept the conditions of this Bid Securing Declaration. We understand that we shall stand automatically suspended from being eligible for bidding in any tender in Procuring Organisation for 2 years from the date of opening of this bid if we breach our obligation(s) under the tender conditions if we:

withdraw/ amend/ impair/ derogate, in any respect, from our bid, within the bid validity; or

being notified within the bid validity of the acceptance of our bid by the Procuring Entity:

refused to or failed to produce the original documents for scrutiny or the required Performance Security within the stipulated time under the conditions of the Tender Document.

Fail or refuse to sign the contract.