



The Oriental Insurance Company Limited  
(Govt. of India Undertaking)  
9th & 10th Floor, Beema Bhawan,  
NBCC center, Sahkar Marg, Jaipur - 302015  
Tel : 0141-2820454

## **The Oriental Insurance Company Limited**



**Request for Proposal for**  
**Purchase of UPS Batteries for Jaipur Region**  
(Tender No.: OICL/JRO/ITD/2022/01 Dated 01-08-2022)

**The Oriental Insurance Company Limited**  
**Information Technology Department**  
**Regional Office Jaipur**  
**Address: 9th and 10th floor, Beema Bhawan,**  
**NBCC Center, Sahkar Marg,**  
**Jaipur – 302015**  
**Telephone: 0141-2850454**

*[Handwritten signatures in blue ink]*





The Oriental Insurance Company Limited  
(Govt. of India Undertaking)  
9th & 10th Floor, Beema Bhawan,  
NBCC center, Sahkar Marg, Jaipur - 302015  
Tel : 0141-2820454

Deptt: I.T.

Date: 01-08-2022

(Tender No.: OICL/JRO/ITD/2022/01 Dated 01-08-2022)

Mr.....  
M/s.....  
Address.....  
.....  
.....

Dear Sir,

**Re: Tender for Purchase of Standard Maintenance Free Batteries**

We have 1 KVA, 5 KVA & 10 KVA online UPS systems working in all our offices situated all over Rajasthan with each unit having around 4 to 32 nos. of SMF Battery of various Ah. The annual requirement is expected to be around more than Rs 10 lacs. **However this will be only indication & not a commitment.** Our order shall be based on actual requirements.

The format for tender bid is in two parts – **Technical Bid & Financial Bid**. The supplier must submit the bids online as mentioned in page no. 7 of this RFP

**Please note that only reputed brands (Amaron / Exide make) should be quoted.** For any clarifications, please feel free to contact us. Please quote the rate of Batteries in the attached format along with Manufacturer authorization form/Dealership Certificate. Only direct Company officials, authorized dealers, authorized agents should quote.

[Chief Regional Manager]

*[Handwritten signatures and initials]*





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## Introduction

### About the Company

The Oriental Insurance Company Limited (OICL), a public sector undertaking dealing in non-life insurance, is ahead of its peers in the industry in adopting Information Technology. OICL has been enjoying the highest rating from leading Indian Credit Rating agencies such as CRISIL and ICRA.

OICL has its Head Office at New Delhi, Primary Data Centre (PDC) at Bengaluru and Secondary Data Centre (SDC/DR) at Navi Mumbai, 29 Regional offices in various cities, Oriental Staff Training College (OSTC) at Faridabad, 450+ divisional offices, 500+ branch offices, Regional Training Centers, 30+ Claims Service centers, 30+ TP Hubs and 900+ Business Centers/micro offices geographically spread out across India. Currently head office has 5 buildings located in New Delhi along with OSTC Faridabad.

As on date, all offices of OICL are provisioned with dual active-active links using MPLS over RF, leased lines etc. Further, Roam connectivity is provided to BCs and Micro Offices. For more than a decade, OICL has leveraged information technology to serve its customers effectively. The company also has a presence in Nepal, Dubai and Kuwait.

Apart from the Core-Insurance application (INLIAS), OICL has various centralized applications like web portal, E-mail, Video Conferencing, HRMS etc. hosted at its Data Centers at Bengaluru and Navi Mumbai. These Data Centers are equipped with Rack Mounted Servers, Blade Servers, Enterprise Class Storage systems, Tape Libraries, SAN Switches, Backup Solution and other related tools and solutions.

The company has sold more than 12 million new policies in the year 2019-20. The Company has more than 100 General Insurance products to cater to the varied insurance needs of its customers. It also has a strong workforce of about 12,000 employees and over 35,000 agents. The Company has a web portal [www.orientalinsurance.org.in](http://www.orientalinsurance.org.in) for use of its customers and agents with a provision for premium calculator, payment gateway and online issue/ renewal of policies.





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### **General Instructions**

This invitation to Tender is for: -

1. Supply of SMF (VRLA) Batteries of **Amaron / Exide make** batteries for UPS to any of the offices of **The Oriental Insurance Company Limited's Regional office Jaipur**, at locations specified in Annexure A. The type of batteries required are: Standard Maintenance Free.
2. Tenderers are advised to study the Tender Document carefully. Submission of Tender shall be deemed to have been done after careful study and examination of the Tender Document with full understanding of its implications.
3. **Schedule for Invitation to Tender:**
  - a) Name of the Purchaser: **The Oriental Insurance Co. Ltd.**
  - b) Probable locations where Batteries may have to be delivered (subject to change): **as per Annexure- A**
  - c) **Limited Tender is to be submitted online only.**
  - d) Latest time and date for submission of Tender online is on or before **18.00 hours on 19<sup>th</sup> August 2022**
  - e) Tentative place, time and date of opening of technical bid (online) of tender shall be declared later at the address given above. The exact date/time can also be confirmed over telephone.
  - f) The opening date of financial bid (online) will be informed over telephone/email to the technically selected vendors and the same will be uploaded on our company's website.

**Note:** The Oriental Insurance Company Limited shall not be responsible for non-receipt / non-delivery of the Bid documents due to any reason whatsoever.

### **B. Procedure for Submission of Bids**

1. Tender fees of Rs. 500/- plus GST is to be deposited at RO Jaipur
2. It is proposed to have a **Two Bid System** for this limited tender which will be submitted through online mode only.
  - a) **Technical Bid** comprising of **Annexure 1**
  - b) **Financial Bid** comprising of **Annexure 2.1 & 2.2**

### **C. Terms and Conditions:**

#### **Performance Security**

The supplier shall have to deposit a security of **Rs. 50,000-** via E Payment at the time of submission of Tender as EMD(No Interest will accrue on this amount). The successful Bidder should send the signed contract as per **Annexure B, on stamp paper**, within 5 days after the receipt of notification of award of the Contract from the Purchaser. The Bid Security/EMD of the successful bidder will be treated as performance security till the end of the contract period. For rest of the bidders it will be refunded after completion of the tender process.





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1) **Payment Terms**

The payment terms shall be 100% after delivery and successful installation of the equipment and on receipt of the Original Invoice and installation report duly certified by the Officer In-charge of the Office where the batteries are installed. And submission of the buyback amount at our office.

2) **Price**

- a. The price quoted should be **inclusive** of all duties, all local levies, freight charges, transportation charges, warranty charges, inter-connectors and installation charges, **but excluding all taxes**. The tax part should be mentioned separately.
- b. Validity of Bid Price: One year from the date of awarding the contract. Which may be extended further upto 2 iterations on mutual consent.

3) **Installation**

The delivery, installation, and calibration of batteries at the required site has to be done by the supplier's assigned representative. At the time of installation the batteries must be fully charged and must be of the current series only.

4) **Period Of Contract**

Price quoted will remain unchanged for 1 year from date of awarding of contract. The price may be revised after completion of each year from date of awarding the contract, based on satisfactory services, mutual consent and revision in market prices of brands as mentioned in the contract and can be extended further upto 2 iterations.

5) **Cancellation of Contract**

Oriental Insurance Company reserves its right to cancel the order in the event of one or more of the following situations:

7.1 Delay in delivery of batteries beyond the specified period of delivery.

7.2 Serious discrepancies found in batteries supplied.

- 6) The Oriental Insurance Company Ltd. reserves the right to enter in the Contract of their choice of Battery Brand & Warranty period.

- 7) Supplies are required to be made at the rates agreed for the orders that may be placed upto One Year from the date of entering into contract.

- 8) The vendor must agree to supply the above items to the offices of the company located all over Rajasthan.

- 9) Buy Back value of old batteries must be specifically mentioned separately. The Supplier/Successful Bidder will have to arrange for disposing the old batteries for which replacement of batteries is to be made at the agreed rates as mentioned in the Contract. The buyback amount of batteries must be deposited by the vendor at our office before we release the payment for installation of new batteries.

- 10) The Material supplied should carry a warranty against any type of manufacturing defects and defective supplies will have to be replaced immediately without any extra cost. Also if the quality of the items supplied does not confirm to the industry accepted standards, the Company shall have the right to cancel the order if in case they are not satisfied with the quality/services.

- 11) The batteries supplied will be marked with date of Installation, serial no. of batteries and expiry date of warranty.

- 12) The vendor must submit a copy of GST certificate.





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- 13) In case the supplier are empaneled for any supplies, the bill(s) raised by the vendor must mention the Brand/Make of the material(s) supplied.
- 14) Battery requirement is only "**on need basis**".
- 15) The vendor should also submit us the **Manufacturer/ Authorized Dealer Certificate** that must be valid as on date.
- 16) **Warranty of minimum three years** for SMF batteries. **More than three year warranty can be quoted/given by the bidder.**
- 17) **SMF batteries should be VRLA (Value Regulated Lead Acid). Specifically designed for Indian power conditions**
- 18) The battery should have an **ISO certification**
- 19) Support Centers in Rajasthan.
- 20) **The vendor should be Authorized Dealer, Distributor or Supplier of the batteries with annual turnover of Rs. 30 Lakhs for the past 2 years (on avg).**
- 21) The number of offices and address of premises can be changed without pre-intimation to the vendor.
- 22) The batch (size and manufacturing) of all the batteries supplied, should be in one lot.
- 23) **The Oriental Insurance Co. Ltd. reserves the right to enter in the contract of their choice of battery brand and warranty period irrespective of L1 price. No dispute shall be entertained in this regard.**

[Chief Regional Manager]





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### Schedule of Events

#### General Details

Department's Name

Information Technology Department

#### General Details

Tender Details

Supply and Installation of UPS Batteries

Tender Type

Limited

Tender No.

OICL/JRO/ITD/2022/01 Dated 01-08-2022

Consortium

Not Allowed

#### Key Dates

Last Date and Time for submission of Bids online **19<sup>th</sup> August 2020 at 18:00 PM**

Opening of Technical bid

Will be communicated

Opening of Commercial bid

Will be communicated

Declaration of L1 Bidder

Will be communicated





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#### Payment Details

Tender Fees (INR)	INR 500/- Plus GST
EMD Amount (INR)	INR 50,000 (Rupees Fifty Thousand only)
Bid Validity	As per Tender Document
Performance Guarantee (for successful Bidder)	As per Tender Document

#### Other Details

Mode of Tender	Online
Bid submission to Tender	<a href="http://www.tenderwizard.com/OICL">www.tenderwizard.com/OICL</a>

#### General Details

Contact details of e-Tender service provider M/s. ANTARES SYSTEM LIMITED

eMAIL ID [twregdelhi@etenderwizard.com](mailto:twregdelhi@etenderwizard.com)

contact no. 080-45811365 & 080-45982100.

System requirement for online bid submission

1. Computer / Laptop (Notebook) with internet connection of minimum 256 kbps speed
2. Operating System: Windows XP(32-Bit) Service Pack -3/ Vista / Windows 7 or above
3. Supported Browsers: Internet explorer 9.0 or above/Mozilla Firefox 13.0 or above/Google Chrome 20.0 or above
4. Valid Digital Signature Certificate Signing and Encryption (Class II or Class III).

Contact Information

Information Technology Department,  
The Oriental Insurance Company Limited  
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OICL reserves the exclusive right to make any amendments / changes to or cancel any of the above actions or any other action related to this RFP. If any of the above dates is declared a holiday for OICL, the next working date will be considered. OICL reserves the right to change the dates mentioned in the RFP.

A copy of the Tender document is available on the web portal [www.orientalinsurance.org.in](http://www.orientalinsurance.org.in) under the link 'Tenders'. Bidders have to purchase Tender document in order to submit bids online at [www.tenderwizard.com/OICL](http://www.tenderwizard.com/OICL). Please note that the Company shall not accept any liability for non-receipt/non-delivery of bid document(s) in time.

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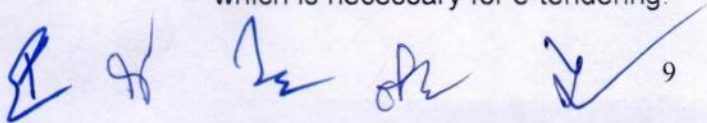
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## Instructions to Bidders

### 11.1 Procedure for submission of Bids

Bidders are required to submit online Bid as per the schedule mentioned in RFP. The instruction for submission of online bids is as follows:-

1. E-procurement/e-Tendering is new technology for conducting public procurement in a transparent and secured manner. As per Government of India's directives, OICL has adopted E-tendering.
2. For conducting electronic tendering, OICL has decided to use Electronic tender portal link available with detailed information on e-tendering process. This portal built using Electronic tender's software is referred to as [www.tenderwizard.com/OICL](http://www.tenderwizard.com/OICL).
3. The bidders are required to submit soft copies of their bids electronically on [www.tenderwizard.com/OICL](http://www.tenderwizard.com/OICL) e-procurement website, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the Tender Wizard E-Tendering Portal, prepare their bids in accordance with the requirements and submitting their bids online on the Tender Wizard E-Tendering Portal.
4. The scope of work to be tendered is available in the complete bid documents which can be viewed /downloaded from Tenderwizard e-Procurement Portal of [www.tenderwizard.com/OICL](http://www.tenderwizard.com/OICL). Both Technical Bid and Financial Bid will be submitted concurrently duly digitally signed in the website [www.tenderwizard.com/OICL](http://www.tenderwizard.com/OICL). No claim shall be entertained on account of disruptions of internet service being used by bidders. Bidders are advised to upload their bids well in advance to avoid last minute technical snags.
5. All Corrigendum/Amendment/Corrections, if any, will be published on the website [www.tenderwizard.com/OICL](http://www.tenderwizard.com/OICL) as well as on OICL website.
6. It is mandatory for all the applicants to have class-III Digital Signature Certificate (in the name of person who will sign the bid document) from any of the licensed certifying agency (Bidders can see the list of licensed Certifying Agencies from the link [www.cca.gov.in](http://www.cca.gov.in)) to participate in e-Procurement of OICL.
7. It is mandatory for the bidders to get their firm/company registered with e-procurement portal of OICL, i.e. [www.tenderwizard.com/OICL](http://www.tenderwizard.com/OICL) to have user ID & password by paying the relevant a non-refundable annual registration charges (if any) on the portal, which can be paid online using the e-payment gateway to Antares Systems Limited through the portal address mentioned above. The registration so obtained by the prospective bidder shall be valid for one year from the date of its issue and shall be subsequently renewed.
  - a) Participant shall safely keep their User ID and password, which will be issued by the service provider i.e. Antares Systems Limited upon registration, and which is necessary for e-tendering.







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- b) Bidders are advised to change the password immediately on receipt of activation mail.
- c) Bidders shall not disclose their User ID as well as password and other material information relating to the e-tendering to any one and safeguard its secrecy.
- d) Submit your tender well in advance by relevant documents along with copy of EMD of tender submission deadline on **Tenderwizard e-Procurement Portal** [www.tenderwizard.com/OICL](http://www.tenderwizard.com/OICL) there could be last minute problems due to internet timeout, breakdown, etc.
- e) After successfully registration, Bidder will be able to view tender documents and other relevant document for participation in desired tender.
- f) Tenders should be submitted only through Tender Wizard E-Tendering Portal and obtain the Tender Acknowledgement copy as a proof of successful submission.

### 11.2 Assistance to Bidders

Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority. For any other tender related queries bidders are requested to contact on below given numbers/email.

#### Help Manuals/ Telephone/ Mobile/E-mail ID

Vendors Training Program: Vendors are requested to contact at Tender wizard Helpdesk Office for any information regarding E-tendering / training.

1. For online registration, intended bidders may write us at [twregdelhi@etenderwizard.com](mailto:twregdelhi@etenderwizard.com) or contact no. **080-45811365 & 080-45982100**.

2. For any further query related to Training Session, Tender Uploading/downloading or any other query related to tender please contact Tender wizard Helpdesk.

For more information: Kindly visit e-procurement portal [www.tenderwizard.com/OICL](http://www.tenderwizard.com/OICL) and go through Help Manuals available on home page under Support.

For immediate assistance, kindly refer Contact Us section of the e-Procurement portal.

### 11.3 Tender Bidding Methodology

#### Sealed Bid System

The Bidders will be required to submit following two separate documents (through online mode).

- 1. Eligibility-cum-Technical Bid.
- 2. Commercial Bid.

### 11.4 Offline Submissions

The Bidder is requested to submit **only** the following documents offline in a sealed envelope at below address before the start of public online tender opening event:-

**The Chief Regional Manager,**

**IT Department, Regional Office, <sup>9th</sup> Floor, NBCC Building,**

**Sahakar Marg, Jaipur. Pin 302015**

**Contact Details Ph. No. 0141-2850454**





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Email: [kuldeep.mehra@orientalinsurance.co.in](mailto:kuldeep.mehra@orientalinsurance.co.in) & [jskalsi@orientalinsurance.co.in](mailto:jskalsi@orientalinsurance.co.in)

**The envelope shall bear:-**

1. Tender Reference No. Tender Ref. No. OICL/JRO/ITD/2022/01 Dated 01-08-2022
2. "DO NOT OPEN BEFORE": Due date & time.
3. Bid Security Declaration.
4. Certified Xerox copy of necessary Original resolutions/authority/ Power of Attorney having authority to authorize the person to submit Bid documents/participate in the bidding process for OICL.

Note: The Bidder should also upload the scanned copies of all the above-mentioned original documents as Bid-Annexures during Online Bid-Submission.

**Note:**

- a. The Bid shall be typed in English and signed by the Bidder or a person duly authorized to bind the Bidder to the Contract. The person(s) signing the Bids shall initial all pages of the Bids.
- b. All envelopes should be securely sealed and stamped.
- c. **It is mandatory for the Bidder to quote for all the items mentioned in the RFP.**

*[Handwritten signatures and initials in blue ink]*





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**Non-Transferable Receipt**

**To be filled by OICL Official**

**OICL's Copy**

Tender Ref. No.	OICL/HO/ITD/SERVER-AMC /2021/01		
Copy No.			
Date of Issue			
Tender Issued to Bidder			
Cheque No./Draft No.			
Date			
Cheque/Draft Amount			
Bank Name			
Name of OICL Official			
Designation of OICL Official			
Signature			
OICL Official		Bidder's Representative with Contact No. and Date	





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## Eligibility Criteria

Bidders should meet the following Eligibility Criteria in order to bid for the RFP:-

S.No	Eligibility Criteria for Bidder	Supporting Documents
1	Bidder should be a registered company in India under Companies Act 1956. Bidder should be in operation in India for minimum of 3 years.	Copy of the Certificate of Incorporation
2	The Bidder should have had a minimum turnover of Rupees 30 Lacs in each of the last two financial years (2020-21 and 2021-22).	1. Audited Financial statements for the respective financial years and/or 2. Published Balance Sheet and/or 3. CA certificate clearly highlighting the turnover and net worth as per the formula in the RFP
3	The bidder should not be debarred / black-listed by any Government or PSU enterprise in India as on date of the submission of bid.	Undertaking to this effect to be submitted on Company Letterhead.
4	The bidder should be an OEM or a certified or authorized agent/ reseller/ partner of the services offered for the past one year	Manufacturer's Authorization Form
5	The bidder should have been providing UPS batteries in at least 1 PSU or Govt. Organization in India	a.i.1.a.i.1. Relevant Credential letter and/or a.i.1.a.i.2. Copy of PO/ Contract along with completion certificate/ sign off.
6	GST number and registration certificate. PAN number. Income Tax returns of the past 2 years	Copy to be attached.

**Annexure 1**

**A. TECHNICAL BID**





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**BID PARTICULARS:**

1. **Name of the Bidder** : With Full Address, Telephone No., Fax No. & Email & Mobile No **Bidder should be a registered company in India under Companies Act 1956. Copy of Relevant Document.**
2. **Annual Turnover (Rs. 30 Lakh)** : Supporting document is to be uploaded
3. **Name of manufacturers** and modals whose products the supplier are dealing in. Copy Authorization certificate to be attached
4. **Whether any dispute/issues with Clients for last 3 years.** Reasons for the same.
5. **GST number and registration certificate.**
6. **PAN number. Copy to be attached.**
7. **Income Tax returns of the past 2 years**
8. Bidder should have local presence and must have prior experience of successfully installing UPS batteries, Services for at least 2 BFSI/PSU/Govt. Customers in last three years. Also, provide the name, designation, contact details and address of a contact person for each reference.
9. Whether the supplier agrees to replace the batteries found to be charging less or giving lesser backup irrespective of standard warranty conditions during warranty period.
10. Do the supplier agree to all our Terms & Conditions as mentioned in the letter.
11. Declaration from the company secretary/authorized signatory regarding non-black-listing from any Govt Organization/PSU. Self-Declaration letter by Bidder authorized signatory.
12. **ISO Certification of UPS batteries.**
13. **Security Deposit of Rs. 50,000/-.** (The Bid Security/EMD of the successful bidder will be treated as performance security till the end of the contract period and will be refunded after completions of the contract period without interest)

Signature-----

Name -----

Address -----

Company -----

Date-----

Company Seal





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**B. FINANCIAL BID**

Annexure 2.1

**BID PARTICULARS:**

1	Name of the Bidder:	
2	Address of the Bidder:	
3	Year of establishment :	
4	Bidder's proposal number and date:	
5	Name & address of the officer:  To whom all references shall be made regarding this tender  Telephone : Fax No. : Mobile : Email Id :	
6	The price quoted will be valid for one year from the date of entering into rate contract. State	Yes/No:

**Witness:**

Signature-----

Name -----

Address -----

Company -----

Date -----

Signature -----

Name -----

Designation -----

Company -----

Date -----

Company Seal

*[Handwritten signatures and marks]*





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Annexure 2.2

**Detail of cost of Goods Brand wise**

Item No.	Description of the battery	Offer Price per battery (Excluding GST)	Buy Back Rate of old Battery (Excluding GST)	Net Price (Offer less Buyback) (Excluding GST)	Warranty period	Brand Name	Modal name If any
SMF	12 V 26 AH						
SMF	12 V 42 AH						
SMF	12 V 65 AH						
SMF	12 V 75 AH						

**\*\*The supplier can attach separate sheets if necessary/required in same format as above**

**The price quoted should be excluding** of all taxes GST but including all duties, all local levies, freight charges, transportation charges, installation/commissioning & testing charges, warranty charges and cost of inter-connectors.

**Witness:**

Signature-----

Name -----

Address -----

Company -----

Date -----

Signature -----

Name -----

Designation -----

Company -----

Date -----

**Company Seal**

*(Handwritten signatures and a checkmark)*





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## Annexure A

Office Code	Office Name	State	City	Office Type
240000	RO-JAIPUR	RJ	JAIPUR	R O
240011	SVC JAIPUR	RJ	JAIPUR	SVC
240012	SVC JODHPUR	RJ	JODHPUR	SVC
240021	TP HUB ALWAR	RJ	ALWAR	TP
240022	TP HUB AJMER	RJ	AJMER	TP
240023	TP HUB JAIPUR	RJ	JAIPUR	TP
240024	TP Hub JODHPUR	RJ	JODHPUR	TP
241100	DO-1 JAIPUR	RJ	JAIPUR	D O
241107	CBO-5, JAIPUR	RJ	JAIPUR	B O
241108	BO-SIKAR	RJ	SIKAR	B O
241109	BO-JHUNJHUNU	RJ	JHUNJHUNU	B O
241190	BC CHOMU	RJ	CHOMU	BC
241194	BCNEEM KA THANA	RJ	NEEM KA THANA	B O
241197	BC GOTHRA	RJ	JHUNJHUNU	BC
241198	BC VIDHYA VIHAR	RJ	JHUNJHUNU	BC
241199	BC HARMADA	RJ	HARMADA	BC
242100	DO-AJMER	RJ	AJMER	D O
242103	BO- BEAWAR	RJ	BEAWAR	B O
242104	BO KISHANGARH	RJ	KISHANGARH	B O
242190	BC VAISHALI NAGAR AJMER	RJ	AJMER	BC
242191	BC MAKRANA	RJ	MAKRANA	BC
242192	BC NASIRABAAD	RJ	NASIRABAAD	BC
242193	BC MADAR	RJ	MADAR	BC
242200	DO- JODHPUR	RJ	JODHPUR	D O
242202	BO 2 JODHPUR	RJ	PAOTA	B O
242291	BC Mandore	RJ	JODHPUR	BC
242300	DO-ALWAR	RJ	ALWAR	D O
242301	BO-ALWAR	RJ	ALWAR	B O
242306	BO-BEHROR	RJ	BEHROR	B O
242308	BO BHARATPUR	RJ	BHARATPUR	B O
242380	BC Mandawar	RJ	MANDAWAR	BC
242394	BC KARALI	RJ	KARALI	BC
242395	BC NAGAR	RJ	NAGAR	BC
242396	BC BHIWADI	RJ	BHIWADI	BC
242399	BC TIJARA	RJ	TIJARA	BC
242400	DO BHILWARA	RJ	BHILWARA	D O
242402	BO CHITTORGARH	RJ	CHITTORGARH	B O
242404	BO GULABPURA	RJ	GULABPURA	B O
242405	BO Pratapgarh	RJ	PRATAPGARH_R	B O
242494	BUSINESS CENTRE Bhilwara	RJ	BHILWARA	BC
242500	DO UDAIPUR	RJ	UDAIPUR	D O
242502	CBO - 2 UDAIPUR	RJ	UDAIPUR	B O
242503	BO-BANSWARA	RJ	BANSWARA	B O
242504	BO Nathdwara	RJ	RAJSAMAND	B O
242505	BO RAJSAMAND	RJ	RAJSAMAND	B O

*[Handwritten signatures and initials in blue ink]*





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242597	BC Mavli	RJ	MAVLI	BC
242599	BC DUNGARPUR	RJ	DUNGARPUR	BC
242600	DO-1, KOTA	KA	KOTA	D O
242601	CBO I KOTA	KA	KOTA	B O
242603	B O. BUNDI	RJ	BUNDI	B O
242605	BO SAWAI MADHOPUR	RJ	SAWAIMADOPUR	B O
242606	CBO-2 KOTA	RJ	KOTA_RJ	B O
242607	BO BARAN	RJ	BARAN	B O
242690	BC JHALAWAR	RJ	JHALAWAR	BC
242699	BC Swaimadhopur	RJ	Swaimadhopur	BC
243100	DO SRIGANGANGAR	RJ	SRIGANGANAGR	D O
243102	BO HANUMANGARH	RJ	HANUMANGARH	B O
243104	CBO-ANOOPGARH	RJ	SRIGANGANAGR	B O
243190	BC PADAMPUR	RJ	PADAMPUR	BC
243192	BC SURATGARH	RJ	SURATGARH	BC
243194	BC SRI VIJAYNAGAR	RJ	SRIGANGANAGR	BC
243195	BC RAISINGHNAGAR	RJ	RAISINGHNAGAR	BC
243196	BC Rawatsar	RJ	RAWATSAR	BC
243198	BC NATHAWALA	RJ	NATHAWALA	BC
243300	DO-2 JAIPUR	RJ	JAIPUR	D O
243307	DAB, JAIPUR	RJ	JAIPUR	B O
243308	CBO 2 JAIPUR	RJ	JAIPUR	B O
243390	BC JAGATPURA	RJ	JAIPUR	BC
243391	BC-JOBNER	RJ	JOBNER	BC
243392	BC-BHAKROTA	RJ	JAIPUR	BC
243400	DO-3 JAIPUR	RJ	JAIPUR	D O
243402	BO I JAIPUR	RJ	JAIPUR	B O
243403	CBO 3 Jaipur	RJ	JAIPUR	B O
243404	BO Tonk	RJ	TONK	B O
243491	BC SITAPURA	RJ	JAIPUR	BC
243492	BC Mansarovar	RJ	JAIPUR	BC
243493	BC DAUSA	RJ	DAUSA	BC
243494	BC Kukas	RJ	JAIPUR	BC
243495	BC Niwai	RJ	NIWAI	BC
243500	DO PALI	RJ	PALI	D O
243501	BO JALORE	RJ	JALORE	B O
243502	BO-ABU ROAD	RJ	ABU ROAD	B O
243504	BO-FALNA	RJ	UDAIPUR	B O
243591	MO SOJAT ROAD	RJ	SOJAT ROAD	BC
243594	BC Falna	RJ	FALNA	BC
243700	DO-BIKANER	RJ	BIKANER	D O
243701	BO NAGAU	RJ	NAGAU	B O
243790	BC DIDWANA	RJ	DIDWANA	BC
243792	BC Basni Belima	RJ	BASNI BELIMA	BC
243793	BC NOKHA	RJ	Nokha	BC





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## Annexure B

### AGGREEMENT FOR THE PURCHASE OF UPS BATTERIES (SMF VRLA)

This agreement made on this ----- day of ----- between M/S The Oriental Insurance Co Ltd. 9th and 10th floor, Beema Bhawan, NBCC Centre, Sahkar Marg, Jaipur – 302015 Having its registered office at A-25/27 Oriental House, Asaf Ali road, New Delhi – 110002, hereinafter called “**COMPANY**” and M/S ----- having its registered office at ----- hereinafter called “**VENDOR**” set forth the following terms and conditions for the supply of Sealed Maintains Free (VRLA) batteries as and when required at the locations mentioned in “Annexure A” of this agreement.

#### Terms and Conditions:

##### Performance Security

The supplier shall have to deposit a security of **Rs. 50,000-** in the form of (in favor of The Oriental Insurance Company Ltd, payable at Jaipur) at the time of submission of Tender as EMD(No Interest will accrue on this amount). The successful Bidder should send the signed contract as per **Annexure B, on stamp paper**, within 5 days after the receipt of notification of award of the Contract from the Purchaser. The Bid Security/EMD of the successful bidder will be treated as performance security till the end of the contract period. For rest of the bidders it will refunded after completion of the tender process.

##### Delivery Time and Penalty

If the delivery & installation is not effected within the maximum specified time i.e. 3 working days in Jaipur and 5 working days outside Jaipur, then a further period of one week may be allowed subject to a penal interest @1.5% of the amount of order per day of delay over and above the max time. If the supply is not effected even within the extended period then it would be the discretion of concerned office either to cancel the order and/or to forfeit the security amount.

##### 1) Payment Terms

- 2) The payment terms shall be 100% after delivery and successful installation of the equipment on receipt of the Original Invoice and installation report duly certified by the Officer In-charge of the Office where the batteries are installed.
- 3) The buyback amount of batteries must be deposited by the vendor at our office before we release the payment for installation of new batteries

##### 4) Price

- a. The price quoted should be inclusive of all duties, all local levies, freight charges, transportation charges, warranty charges, inter-connectors and installation charges, but excluding all taxes. The tax part should mentioned separately.
- b. Validity of Bid Price: One year from the date of awarding the contract.

##### 5) Installation

- 6) The delivery, installation, and calibration of batteries at the required site has to be done by the supplier assigned representative. At the time of installation the batteries must be fully charged and must be of the current series only.

##### 7) Period Of Contract

- 8) Price quoted will remain unchanged for 1 year from date of awarding of contract. The price can be revised after completion of each year from date of awarding the contract, based on satisfactory services, mutual consent and revision in market prices of brands as mentioned in the contract and can be extended further upto 2 iterations.





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9) **Cancellation of Contract**

Oriental Insurance Company reserves its right to cancel the order in the event of one or more of the following situations:

- a. Delay in delivery of batteries beyond the specified period of delivery.
  - b. Serious discrepancies found in batteries supplied.
  - c. Contract can be terminated by OICL by giving 1 months notice.
- 10) The Oriental Insurance Company Ltd. reserves the right to enter in the Contract of their choice of Battery Brand & Warranty period.
  - 11) Supplies are required to be made at the rates agreed for, for the orders that may be placed upto One Year from the date of entering into contract.
  - 12) The vendor should agree to supply the above items to the offices of the company located in all over Rajasthan.
  16. Buy Back value of old batteries must be specifically mentioned separately. The Supplier/Successful Bidder will have to arrange for disposing the old batteries for which replacement of batteries is to be made at the agreed rates as mentioned in the Contract. The buyback amount of batteries must be deposited by the vendor at our office before we release the payment for installation of new batteries.
  17. The Material supplied should carry a warranty against any type of manufacturing defects and defective supplies will have to be replaced immediately without any extra cost. Also if the quality of the items supplied does not confirm to the industry accepted standards, the Company shall have the right to cancel the order if in case they are not satisfied with the quality/services.
  18. The batteries supplied will be marked with date of Installation, serial no. of batteries and expiry date of warranty.
  19. The vendor must submit a copy of GST certificate.
  20. In case the supplier are empaneled for any supplies, the bill(s) raised by the vendor must mention the Brand/Make of the material(s) supplied.
  21. Battery requirement is only "**on need basis**".
  22. The vendor should also submit us the Manufacturer/ Authorized Dealer Certificate that must be valid as on date.
  23. **The batteries supplied shal carry Warranty of minimum Three years for SMF batteries.**
  24. **SMF batteries shall be VRLA (Value Regulated Lead Acid). Specifically designed for Indian power conditions**
  25. The battery supplied should have **ISO** certifications.
  26. **The vendor is the Authorized Dealer, Distributor or Supplier of the batteries to be supplied as per the contract with annual turnover of Rs. 30 Lakh for the past 2 years (on avg).**
  27. The number of offices and address of premises can be changed without pre-intimation to the vendor.





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28. The batch (size and manufacturing) of all the batteries supplied, should be in one lot.

IN WITNESS WHERE OF THE PARTIES HERE TO have set and subscribed their representative hands and seals the day and year here in the above mentioned.

SIGNED AND SEALED AND DELIVERED BT THE VENDOR  
WITHIN NAMED (VENDOR)

BY the hands of

In presence of

*[Handwritten signatures]*