



**The Oriental Insurance Company Limited**  
**(A Govt of India Undertaking)**  
**Regional Office: Chandigarh**  
**SCO-109-110-111 , Surendra Building**  
**Sector 17 D, Chandigarh-160017**

Deptt: I.T.

Dated: 30.09.2019

(Tender No : **OICL/RO CHD/ITD/BATTERIES/2019-20/1 dtd 30.09.2019** )

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

Dear Sirs,

**Re.: Tender for purchase of SMF Batteries**

We have 1 KVA, 2 KVA, 5 KVA, 10 KVA UPS systems , with each unit having multiple number of SMF batteries ranging from 3 to 32 nos. These UPS systems are spread across our 103 offices situated all over Chandigarh, Punjab, Panchkula & Pinjore in Haryana, Chamba, Una & Amb in Himachal Pradesh (**Annexure 6**) . **Our order shall be based on actual requirements only.** The annual requirement is expected to be around Rs. 10 Lacs or more. However this is only indication and not a commitment.

**The format for Tender bid is in two parts –**

**Technical Bid (Annexure1)**

**Commercial Bid (Annexure 2).**

The supplier must submit the bids as mentioned in details in the enclosure- **Procedure for submission of bids.**

**Please note that Amaron Quanta brand for SMF batteries should be quoted. The rate should be quoted in the attached format only along with Manufacturer (OEM) Authorization/dealership certificate valid for atleast 2 year from the date of tender.**

**(Regional Manager)**

## A. General Instructions

This invitation to tender is for: -

- Supply and Installation of SMF Batteries of **Amaron Quanta** make for UPS at any of the 103 offices of The Oriental Insurance Company Limited located in Chandigarh, Punjab, Panchkula & Pinjore in Haryana, Chamba, Una & Amb in Himachal Pradesh as specified in **Annexure 6**.
- **Schedule for Invitation to Tender:**
  1. Name of the Purchaser: **The Oriental Insurance Co. Ltd.**
  2. Probable locations where orders may have to be delivered and Installed(subject to change): **list of Addresses of all offices as per Annexure 6**
  3. Last time and date for submission of Bids for tender is on or before **15:30 hours on 15<sup>th</sup> Oct 2019**.
  4. **Technical Bid of tender will be opened on 16:00 hrs on 15<sup>th</sup> Oct 2019**. Time and date of opening of Commercial Bid of tender will be intimated later.

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

- **Tender Bidding Methodology – Sealed Bid System**
  - a) The Bidders will be required to submit following documents :
    - **Technical Bid** comprising of **Annexure 1**
    - **Commercial Bid** comprising of **Annexure 2**
- **Offline Submissions:**

The Bidder is requested to submit the following documents offline to the under mentioned address before the start of Public Online Tender Opening Event in a Sealed Envelope at the address mentioned below :

The REGIONAL MANAGER (IT)  
**The Oriental Insurance Co. Ltd**  
SURENDRA BUILDING,  
SCO 109-110-111,  
SECTOR 17D,  
CHANDIGARH-160017

The envelope shall bear (Tender Name) and the words 'DO NOT OPEN BEFORE' (due date &time).

1. Original copy of the Bid Security in the form of DD (in favour of "The Oriental Insurance Company Limited" payable at Chandigarh).
2. Technical as well as Price Bid along with the relevant documents.

Note:

1. 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.

2. All envelopes should be securely sealed and stamped.
  3. It is mandatory for the Bidder to quote for all the items mentioned in the Tender.
- b) **Technical Bid** of the tender should be covered in a **separate sealed cover**, superscripting the cover with the wordings **“Technical Bid for UPS Batteries”**  
**Please note that Prices should not be indicated in the Technical Bid. The Bid having prices in technical bid will be rejected.**
  - c) **Commercial Bid** of the tender should be covered in a **separate sealed cover**, superscripting the cover with the wordings **“Commercial Bid for UPS Batteries”**  
**Commercial Bid should only indicate prices.**
  - d) Both the Technical Bid Cover and Commercial Bid Cover, prepared as above, are to be kept in a single sealed cover superscripted with **“Tender for UPS Batteries”**
  - e) The cover thus prepared should also indicate clearly the name and address of the Bidder, to enable the Bid to be returned unopened in case it is declared **“Late”**.
  - f) The Tender Document for download is also available at the website <http://www.orientalinsurance.org.in>
  - g) No separate intimation in respect of corrigendum, if any, will be sent to tenderers who downloaded the Tender documents from website as information regarding this respect will be available on website i.e. <http://www.orientalinsurance.org.in>
  - h) The offer should be submitted strictly as per the terms and conditions, formats and procedures laid down in the tender document, failing which the offer is liable for rejection.
  - i) Normally no technical / commercial clarifications will be sought after opening of tender. However, deviation if any from the specified technical and commercial terms must be submitted in a separate sheet in Technical bid. OICL reserves the right to accept or reject such deviations without further reference to the tenderers. Offers as asked for must be submitted complete in all respects.
  - j) **Signing of all pages of tender:**
    - **Technical Bid:** Bidder must **sign** with **company’s seal** on **all pages of their Technical Bid**, including overleaf and all enclosures submitted with the tenders except printed leaflets/catalogues.
    - **Commercial Bid received without signature and company’s seal on all pages shall be rejected.**
    - **Quotations, erased and overwritten shall be summarily rejected, unless authenticated with the tenderer’s signature.**
  - k) All disputes shall be subject to the jurisdiction of Chandigarh court only.
- **Criterion for Evaluation of Tenders:**
    1. The evaluation of the tenders will be made first on the basis of Technical Bid and then on the basis of Commercial Bid. The Commercial Bid of such firms found valid based on Technical Bid will only be opened. It must be kept in view that no decision will be given by the Tender Evaluation Committee. Any inferences drawn during the meeting of this committee by the tenderers or their representatives will be their own view and the OICL will not be responsible for that view. The reasons for selection or rejection of a particular tender will not be disclosed.
    2. Financial Evaluation shall be done for each item **65 AH – 12V /42 AH – 12V / 26 AH -12V** separately to decide the L1 bidder for an Item. Order will be placed to multiple bidders depending upon the number of items for which bidder is L1. **L1 for each item will be decided after taking into account the Buy Back Price quoted in the Commercial Bid.**

## **B. Terms and Conditions:**

### **1) Performance Security**

The bidders shall have to deposit a security of Rs. 1,00,000/- in the form of DD (in favour of “THE ORIENTAL INSURANCE COMPANY LIMITED” payable at Chandigarh) along with the Technical Bid. The EMD will not carry any interest. The successful bidder should send the signed contract as per Annexure 4 , on stamp paper, within 5 days after the receipt of notification of award of the contract. The Bid security 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 the completion of the tender process. EMD made by the bidder will be forfeited if bidder withdraws his tender after acceptance or if bidder withdraws his tender before expiry of validity period of the tender or if bidder violates any of the terms & conditions of this tender document. Any bid not secured with Earnest Money Deposit of Rs. 1,00,000/- , will be rejected by OICL, as non-responsive. Earnest Money Deposit must be given along with the Technical Bid.

### **2) Delivery & Installation Time & Penalty**

**Chandigarh, Mohali and Panchkula** 2 working days

**Outside Chandigarh, Mohali, Panchkula** 3 working days

If the delivery & Installation is not effected within the maximum specified time, then a further period of one week would be allowed subject to a penalty @ 1.5% of the amount of order per day of delay over and above the max. 2/3 days. If the supply is not effected even within the extended period, then it would be the discretion of the concerned office either to cancel the order and/or to forfeit the security amount.

### **3) Payment Terms**

The payment terms shall be 100% after delivery and subject to successful installation of the equipment & disposal of old batteries under buyback. Payment will be made on receipt of the Original Invoice, installation report, disposal report duly certified by the Officer In charge of the Office where the batteries are installed.

### **4) Price**

The price quoted should be inclusive of all duties, octroi, 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.

**Validity of Bid** – 3 months from the last date of opening of technical bid prescribed by OICL.

### **5) Installation**

The delivery, installation and calibration of batteries at the required site has to be done by supplier's fully trained assigned representative. For any mishap/ accident or any other careless conduct during replacement of batteries, the supplier will be fully responsible. At the time of installation the batteries must be fully charged and must be of the same series only. After installation completion, call report has to be signed by the concerned office in-charge.

### **6) Warranty Period**

Manufacturer's Warranty Period should be **2 year** from the Date of Installation.

## 7) Period of Contract

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

## 8) Cancellation of Contract

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

- Delay in delivery of batteries beyond the specified period of delivery.
- Serious discrepancy found in batteries supplied.

## 9) OICL reserves the right to enter in the contract of their choice of Battery Brand and warranty period.

10) Supplies are required to be made at the rates agreed for, for the orders that may be placed upto 1 year from the date of entering into contract.

11) The vendor must agree to supply the above items to the offices of the company located in Chandigarh, Punjab, Panchkula & Pinjore in Haryana, Chamba, Una & Amb in Himachal Pradesh. **(List of Addresses of all offices attached in the Annexure 6)**

12) Buy Back values of old batteries must be specifically mentioned separately in the Commercial Bid. The supplier/successful bidder will have to arrange for disposing the old batteries for which replacement of batteries is to be made at agreed rates as mentioned in the contract. The buyback amount of batteries must be deposited by the vendor either via cash/DD/ NEFT at our office before we release the payment for installation of new batteries.

13) The whole Battery Bank need not be replaced at one go and order can be placed for any number of batteries.

14) The Material supplied should carry 2 years manufacturer 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.

15) The batteries supplied will be marked with date of installation, serial no of batteries and expiry date of warranty.

16) The vendor must submit a copy of GST Certificate in the Technical Bid.

17) The vendor should also submit us the Manufacturer/ Authorized Dealer certificate in the Technical Bid, that must be valid for two years.

- 18) SMF batteries should be VRLA Valve Regulated Lead Acid. Specifically designed for Indian power conditions. **The battery should conform to JIS C 8702 Specifications. Copy of certificate from government lab for JIS C 8702 compliance for 65 AH – 12v, 42 AH – 12v, 26 AH -12V batteries quoted to be submitted along with the Technical Bid. Manufacturer’s Warranty Period should be 2 year from the date of Installation.**
- 19) **The battery should be manufactured in an ISO 9001: 2008 / ISO 14001 : 2004 or ISO TS 16949: 2002 certified Plant. Copy of Certificate, valid as on date are to be attached along with the Technical Bid.**
- 20) Copy of the PAN Number is to be attached in the Technical Bid along with Copy of Income Tax Return for the previous two years / Audited Account for the Previous Two Years.
- 21) List of Support Centers in Chandigarh, Punjab and Himachal Pradesh is to be attached in the Technical Bid.
- 22) Security deposit will be kept with the Company till completion of warranty period of supplied batteries. No interest will be paid on the amount of Security Deposit.
- 23) The no. of offices and address of premises can be changed without pre-intimation to the vendor.
- 24) The batch(size & manufacturing) of all batteries supplied should be of one lot against one order.
- 25) The vendor will arrange periodical checkup (quarterly) of battery supplied to various offices of the company.
- 26) Payments will be made through e-payment system only”. Authorisation for all payments through electronic fund transfer system/RTGS/CBS/Intra Bank Transfer is to be furnished by the bidder in the prescribed format enclosed as **Annexure 3**
- 27) Battery requirement is only “on need basis”.
- 28) The vendor should be authorized dealer, distributor or supplier of the batteries with annual turnover of atleast Rs. 1 crore for the past 2 years.

**Schedule of Events**

<b>Event</b>	<b>Target Date</b>
Date of downloading of RFP documents	30 <sup>th</sup> Sept 2019 to 14 <sup>th</sup> Oct 2019
Last Date for Submission of Bids	15th Oct 2019 Till 15:30 Hrs
Opening of Technical Bids	15th Oct 2019, 16:00 Hrs
Declaration of Short-listing of bidders for commercial bid	To be Intimated
Opening of commercial bids	To be Intimated
Declaration of L1 Bidder	To be Intimated
Notification of Award	To be Intimated
<b>Payment Details</b>	
EMD Amount (INR)	Rs. 1,00,000 (Rupees One Lac Only)
Bid Validity	90 Days from opening of Technical Bid
<b>Other Details</b>	
Mode Of Tender	Offline
Contact Information	Information Technology Department  The Oriental Insurance Company Limited SCO-109-110-111, Surendra Building , Sector-17 D, Chandigarh-160017 Tel:+911725045731, E-mail: kumarsanjiv@orientalinsurance.co.in 0172-5078175 Shikha.agarwal@orientalinsurance.co.in

## A. TECHNICAL BID

## BID PARTICULARS:

1	<b>Name of the Bidder</b> With Full Address, Telephone No., Fax No. Email & Mobile no.	
2	<b>Name &amp; Designation</b> of the Authorized Contact Person With Full Address, Telephone No., Fax No. Email & Mobile no.	
3	<b>Annual Turnover (Rs. In Crores) in the last 2 years</b> (Attach Copy of Audited Account / Copy of Income Tax Return for the previous two years)	
4	<b>Type of products the supplier is dealing in with their brand names</b>	
5	<b>Name of manufacturers whose products the supplier is dealing in</b>	
6	<b>Bidder should be a registered company in India under Companies Act 1956. Bidder should be in operation in India for minimum 3 yrs.</b>	Copy of relevant documents
7	<b>Whether any of the manufacturers has ever cancelled the agency or imposed any penalty. If yes, reasons for the same.</b>	
8	Whether the Establishment is Manufacturer/ Distributor/ Retailer / for the Batteries Quoted ( <b>Attach copy of Manufacturer Authorization/Dealership certificate Valid for two years</b> )	
9	Manufacturer of the Battery is <b>ISO 9001: 2008/ ISO 14001 : 2004 or ISO TS 16949: 2002</b> Certified. ( <b>Attach Copy of Certificates Valid as on Date</b> )	
10	Batteries quoted for are certified to J ISC 8702 from government lab (Yes/No) ( <b>Attach Copy of Certificate for each battery Type</b> )	
11	Manufacturer's Warranty Period of The Batteries Quoted shall be 2Years from the date of installation ( <b>Attach Copy of Certificate from the Manufacturer regarding warranty period of 2 Years from the Date of Installation</b> )	
12	<b>Bidder should have local presence.</b> Names of <b>Three leading customers</b> including Public Sector Undertakings from whom orders for Batteries Purchase <b>of the Brand quoted</b> were secured in <b>the year 2018-19</b> along with copy of the empanelment letter. ( <b>Attach Copy of Empanelment Letter /Purchase Orders</b> )	1 2 3 4 5



13	<b>Whether any dispute / issues with Clients in the last 3 years. Reasons for the same.</b>	
14	<b>Average Quantum of stocks for Batteries at any given time.</b>	
15	<b>Service Facilities available for Maintenance</b>	
16	<b>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</b>	
17	<b>Declaration from the company secretary/authorized signatory regarding non-blacklisting from any Govt Agency.</b>	
18	List of Support Centers in Chandigarh & Punjab <b>attached (Yes/No)</b>	
19	GST & PAN NO. <b>(Please Attach Copy)</b>	
20	<b>EMD Deposit Details</b> Name of the Bank Branch Name DD No Date	
21	There will be no escalation in the Price quoted in the Commercial Bid for the duration of the Contract. <b>(Yes/No)</b>	
22	Affidavit as Per <b>Annexure 5</b> on Non Judicial Stamp Paper of Rs. 10/- attached along with Technical Bid	
23	Any other information if so desired may be given	
24	Old batteries taken under Buy Back will be recycled / disposed off safely without causing environmental hazard. <b>(Yes/No)</b>	
25	Details of the Bidder's Bank for effecting epayments: <ul style="list-style-type: none"> <li>• Beneficiary Bank Name</li> <li>• Beneficiary Branch Name</li> <li>• IFSC code of beneficiary Branch</li> <li>• Beneficiary account No.</li> <li>• Branch Serial No. (MICR No.)</li> </ul> <b>(Completely Filled E-PAYMENT Mandate as per Annexure 3 and cancelled cheque attached with The Technical Bid)</b>	
26	All Terms and Conditions are Accepted <b>(Yes/No)</b>	

### Checklist of Documents to be attached with Technical Bid

Sno.	Document Type
1	Self Attested Copy of Incorporation certificate / Partnership Deed / Sole Proprietor - Trade License
2	Self Attested Copy of Income Tax Return for previous Two years / Copy of Audited Account For the Previous Two Years
3	Self attested copy of GST Certificate
4	Self attested copy of PAN Number
5	Self attested copy of <b>ISO 9001: 2008, ISO 14001 : 2004 and ISO TS 16949: 2002</b> certificate for the Manufacturer of the Battery
6	Self attested Copy of JISC 8702 Certificate from government lab for all battery types Quoted ( <b>70 AH – 12v, 65 AH – 12v, 45 AH – 12v, 42 AH -12 V, 28 AH – 12v, 26 AH -12V</b> ) quoted for
7	List of Support Centers in Chandigarh and Punjab
8	Self attested copy of Authorization for Manufacturer / Authorized Dealer/ Authorized Retailers of <u>Manufacturer (OEM)</u> <b><u>Authorization should be from the Original Equipment Manufacturer (OEM) only Valid as On Date</u></b>
9	Self attested Certificate from the Manufacturer regarding warranty period of Two Years from the Date of Installation
10	Self attested Copy of the <b>empanelment letter/Purchase Order</b> of <b>three leading customers</b> including Public Sector Undertakings from whom <b><u>orders for the Battery Brand quoted,</u></b> have been secured in <b>the year 2018-19</b>
11	Completely Filled E-PAYMENT Mandate as per <b>Annexure 3</b>
12	Enclosed Copy of <b>cancelled cheque</b> enclosed for E-Payment Purpose
13	Affidavit as Per <b>Annexure 5</b> on Non Judicial Stamp Paper of Rs. 10/-
14	<b>Earnest Money Deposit of Rs. 1,00,000/-</b> by way of a <b>Demand Draft</b> or <b>Pay Order</b> in favour of “THE ORIENTAL INSURANCE COMPANY LIMITED” payable at <b>Chandigarh.</b>
15	All pages of the Technical Bid Submitted, including overleaf and all enclosures submitted have been signed with <u>company’s seal</u> by the Bidder

## A. COMMERCIAL BID

## BID PARTICULARS:

Sno	Requirements	
1	Name of the Bidder with Full Address  Telephone No. Email	
2	Name and address of the Officer: (To whom all references shall be made regarding this tender )  mobile No. Email	
3	Year of Establishment :	
4	Bidder's proposal number and date	
8	There will be no escalation in the Price quoted in the Commercial Bid for the duration of the Contract. (Yes/No)	

**Witness:**

Signature

Name

Address

Date

Place

**Bidder**

Signature

Name

Designation

Company

Date

Place

Company Seal

**Details of the Unit Cost of Batteries (Amaron Quanta)**

Item No.	Description of the battery	Offer Price per battery (Rs.)			GST (will be paid as Actuals)	Gross Price	Buy Back Rate of old Battery	Net Price
		Chandigarh/ Panchkula/ Mohali	Punjab	HP				
SMF	65AH 12V							
SMF	42AH 12V							
SMF	26AH 12V							

***Manufacturer's Warranty for All Batteries Quoted is 2Years***

**Price of all Batteries Quoted is exclusive of taxes(GST) but including of all duties (e.g. Excise Duty), all local levies, Octroi , freight charges, transportation charges, installation Charges, warranty charges and interconnectors.**

<b>Witness:</b>		<b>Bidder</b>	
Signature		Signature	
Name		Name	
Address		Designation	
		Company	
Date		Date	
Place		Place	
		Company Seal	

**E-PAYMENT Mandate**  
(To be returned to the OICL)

To,

**The Oriental Insurance Co. Ltd**  
SURENDRA BUILDING,  
SCO 109-110-111, SECTOR 17D, CHANDIGARH-160017

Dear Sir,

We hereby authorize The Oriental Insurance Company Limited to make all our payments against our bill, Refunds of Earnest Money deposit and Security deposit, through electronic fund transfer system/ RTGS/ CBS/ Intra Bank transfer.

The details for facilitating the payments are given below:-

1.	NAME OF BENEFICIARY	
2.	ADDRESS (with Pin code)	
3.	TELEPHONE NO. (with STD code)	
4.	BANK NAME	
5.	BRANCH NAME	
6.	BANK BRANCH CODE	
7.	BRANCH ADDRESS (with Pin code)	
8.	MICR CODE	
9.	IFSC CODE	
10.	BANK ACCOUNT NO.	
11.	BANK ACCOUNT TYPE	
6.	EMAIL ADDRESS FOR INTIMATION REGARDING RELEASE OF PAYMENTS	

I/we hereby declare that the particulars given above are correct and completed. If the transaction is delayed or credit is not affected at all for reasons of incomplete or incorrect information, I/ we would not hold the company responsible.

We also agree to bear the bank charge, if any, for enabling such transfer.

	(AUTHORISED SIGNATURE)
Date	Name
	Official Stamp

**Draft of CONTRACT FORM**

(On Rs. 100/- stamp paper)

THIS AGREEMENT made on this \_\_\_\_\_ day of \_\_\_\_\_ between The Oriental Insurance Company Limited (hereinafter “the Purchaser”) of one part and “<Name of Vendor>” (hereinafter “the Vendor”) of the other part:

WHEREAS the Purchaser is desirous that certain SMF Batteries, their Installation, buy- back of old batteries and associated services should be provided by the Vendor viz.,

\_\_\_\_\_ and has accepted a bid by the Vendor for the supply of those SMF Batteries, their Installation, buy- back of old batteries and associated services.

**NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:**

The following documents shall be deemed to form and be read and construed as part of this Agreement viz,

Terms and Conditions

Technical Bid Submitted

Commercial Bid Submitted

The Purchaser’s Notification of Award

In consideration of the payments to be made by the Purchaser to the Vendor as hereinafter mentioned, the Vendor hereby covenants with the purchaser to provide the SMF Batteries, their Installation, buy- back of old batteries and associated services and to remedy defects therein, in conformity in all respects with the provisions of the contract. The purchaser hereby covenants to pay the Vendor in consideration of the provision of the SMF Batteries, their Installation, buy- back of old batteries and associated services and to remedy the defects therein, in conformity in all respects with the provisions of the contract, the contract price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

Item No.	Description of the battery	Offer Price per battery (Rs.)			GST (will be paid as Actuals)	Gross Price	Buy Back Rate of old Battery	Net Price
		Chandigarh/ Panchkula/ Mohali	Punjab	HP				
SMF	65AH 12V							
SMF	42AH 12V							
SMF	26AH 12V							

**Period of Validity of this Contract** for purchase of SMF Batteries, their Installation, buy- back of old batteries and associated services is **1 year from the date of signing of this contract.**

**Warranty Period is two Years from the date of Installation of the Batteries**

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and the year first above written.

<b>Signed, Sealed and Delivered for The Oriental Insurance Co. Ltd.” by it’s constituted Attorney</b>		<b>Signed, Sealed and Delivered for M/s _____ by it’s constituted Attorney</b>	
<b>Signature</b>		<b>Signature</b>	
<b>Name</b>		<b>Name</b>	
<b>Designation</b>		<b>Designation</b>	
<b>Address</b>		<b>Address</b>	
<b>Company</b>		<b>Company</b>	
<b>Date</b>		<b>Date</b>	
<b>Place</b>		<b>Place</b>	
<b>Company Seal</b>		<b>Company Seal</b>	
<b>Witness 1</b>		<b>Witness 2</b>	
<b>Signature</b>		<b>Signature</b>	

<b>Witness 1</b>		<b>Witness 2</b>	
<b>Name</b>		<b>Name</b>	
<b>Designation</b>		<b>Designation</b>	
<b>Address</b>		<b>Address</b>	
<b>Company</b>		<b>Company</b>	
<b>Date</b>		<b>Date</b>	
<b>Place</b>		<b>Place</b>	

**Non –Judicial Stamp paper Of Rs. 10/-****AFFIDAVIT**

I \_\_\_\_\_ Partner / Legal Attorney / Proprietor / Accredited Representative of M/s \_\_\_\_\_ solemnly declare that

I/We are submitting tender for the Rate Contract of UPS SMF Batteries against Tender Number OICL/RO CHD/ITD/BATTERIES/2019-20/1.

I/We or our Partners don't have any relative working in The Oriental Insurance Co Ltd.

All Information furnished by me / us in respect of fulfilments of eligibility criteria and Information given in this tender is complete, correct and true.

All Documents / credentials submitted along with this Tender are genuine, authentic, true and valid.

The Price Submitted by me is without any Condition.

If any information or document submitted is found to be false/incorrect, OICL may Cancel my/our Tender and action as deemed fit may be taken against me/us including Termination of the Contract, Forfeiture of all dues including earnest money, performance security and black listing of my/our firm and all partners of the Firm etc.

**Date**

**Seal of Notary**

**Signature of the Bidder**

**The near relatives for this purpose are defined as:**

- a) Members of a Hindu undivided family.
- b) They are husband and wife.
- c) The one is related to the other in the manner as father, mother, son(s) & Son's wife (daughter in law), Daughter(s) and daughter's husband (son in law), brother(s) and brother's wife, sister(s) and sister's husband (brother in law).



## Annexure 6

S.NO.	OFFICE CODE	OFFICE NAME	INCHARGE_PERSON	MOBILE NO	INCHARGE_EMAIL	ADDRESS
1	230000	RO CHANDIGARH	Sh. Ish Kumar Munjal	9814405594	<a href="mailto:ish.munjal@orientalinsurance.co.in">ish.munjal@orientalinsurance.co.in</a>	SURENDRA BUILDING,SCO-109-110-111,SECTOR 17D, CHANDIGARH-160017
2	230011	Service Centre, Chandigarh	Mr. Balbinder Singh	9858268333	<a href="mailto:balvinder.singh@orientalinsurance.co.in">balvinder.singh@orientalinsurance.co.in</a>	SURENDRA BUILDING,SCO-109-110-111,SECTOR 17D, CHANDIGARH-160017
3	230012	Service Centre Ludhiana	Mr. Vinod Thakural	9417303634	<a href="mailto:vinod.thukral@orientalinsurance.co.in">vinod.thukral@orientalinsurance.co.in</a>	1st Floor, SONA COMPLEX, MILLERGANJ, NEAR FIRE BRIGADE, GT ROAD, LUDHIANA-141003
4	231100	DO1 CHANDIGARH	Mrs Renu Garg	9872650041	<a href="mailto:renu.garg@orientalinsurance.co.in">renu.garg@orientalinsurance.co.in</a>	SCO 99-100,SEC-17-B, CHANDIGARH-160017
5	231102	CBO 3 CHANDIGARH	Mrs Jyoti Kapila	9988885583	<a href="mailto:jyoti.dandona@orientalinsurance.co.in">jyoti.dandona@orientalinsurance.co.in</a>	FIRST FLOOR,QUIET OFFICE-15,SECTOR 35-A, CHANDIGARH-160035
6	231110	DAB CHANDIGARH	Mr. Jaideep Mahajan	9417173973	<a href="mailto:jaideep.mahajan@orientalinsurance.co.in">jaideep.mahajan@orientalinsurance.co.in</a>	FIRST FLOOR, SCO-45. SECTOR-20-C, CHANDIGARH-160020
7	231200	DO2 CHANDIGARH	Mrs. Alka Bansal	9855340300	<a href="mailto:alka.bansal@orientalinsurance.co.in">alka.bansal@orientalinsurance.co.in</a>	FIRST FLOOR ,S.C.O. 48-49, SECTOR 17-A, CHANDIGARH-160017
8	231202	BO PANCHKULA	Ms. Samriti	8146739005	<a href="mailto:samriti@orientalinsurance.co.in">samriti@orientalinsurance.co.in</a>	SCO 325, IInd FLOOR, SECTOR - 9, PANCHKULA-134109
9	231203	CBO2 CHANDIGARH	Mr Gurbir Pal Singh	9814904637	<a href="mailto:gurbir.singh@orientalinsurance.co.in">gurbir.singh@orientalinsurance.co.in</a>	SECOND FLOOR, S.C.O. NO. 5, SECTOR 17-E, CHANDIGARH-160017
10	231290	BC Panchkula (MANI MAJRA)	Mr. SURINDER KUMAR	9914310433	<a href="mailto:surinder.kumar@orientalinsurance.co.in">surinder.kumar@orientalinsurance.co.in</a>	2366/2, 1st FLOOR, MARIWALA TOWN,MANIMAJRA, CHANDIGARH
11	231291	BC Banur	Mr.SUSHIL Kumar	9416145989	<a href="mailto:sushil@orientalinsurance.co.in">sushil@orientalinsurance.co.in</a>	NEAR SBI BANK, CHANDIGARH-RAJPURA ROAD, BANUR, Mohali-140601
12	231292	BC Zirakpur	Mr. P.C. Goad	9872001168	<a href="mailto:pc.goad@orientalinsurance.co.in">pc.goad@orientalinsurance.co.in</a>	SCO 11-12, FIRST FLOOR,BEHIND LUCKY DHABA,NEW DEFENCE COLONY, PATIALA ROAD,ZIRAKPUR.
13	231300	DO3 CHANDIGARH	Sh. Karam Singh	9888259749	<a href="mailto:karam.singh@orientalinsurance.co.in">karam.singh@orientalinsurance.co.in</a>	SCO 72 & 73-A, 2nd FLOOR, SECTOR 26, GRAIN MARKET, CHANDIGARH-160026
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15	231303	BO DERA BASSI	Mr. DINESH GUPTA	9417003558	<a href="mailto:dinesh.gupta@orientalinsurance.co.in">dinesh.gupta@orientalinsurance.co.in</a>	2nd Floor of Chopra Building , Ambala Chandigarh Road , Dera Bassi-140507
16	231304	BO PINJORE	Ms. Rita Kumari	9855121701	<a href="mailto:rita.kumari@orientalinsurance.co.in">rita.kumari@orientalinsurance.co.in</a>	LALJEET COMPLEX,CHANDIGARH SHIMLA HIGHWAY, BUS STAND ,PINJORE
17	231400	DO MOHALI	Mr.JASVINDER SINGH	9417092555	<a href="mailto:jasvinder.singh@orientalinsurance.co.in">jasvinder.singh@orientalinsurance.co.in</a>	2nd FLOOR, SCO-20, PHASE 1, SAS NAGAR, MOHALI-160055
18	231401	BO NANGAL	Sh. Ramesh Kumar	9418860831	<a href="mailto:ramesh_kumar@orientalinsurance.co.in">ramesh_kumar@orientalinsurance.co.in</a>	FIRST FLOOR, HOUSE NO. 205, RAILWAY ROAD, NANGAL-140125
19	231402	BO ROPAR	Mr SATINDER PAL SINGH	9417405761	<a href="mailto:satinder.singh@orientalinsurance.co.in">satinder.singh@orientalinsurance.co.in</a>	FIRST FLOOR, Above Padam Motors, NANGAL CHOWK, ROPAR-140001
20	231491	BC AMB	ASHWANI KUMAR	7688855249	<a href="mailto:ashwani.k@orientalinsurance.co.in">ashwani.k@orientalinsurance.co.in</a>	A to Z Building Roshandeep Complex Una Road ,Amb,Distt UNA HP
21	231492	BC KURALI	Sh. Hemant Puri	9815233393	<a href="mailto:hemant.puri@orientalinsurance.co.in">hemant.puri@orientalinsurance.co.in</a>	1ST FLOOR, Adjoining HDFC BANK, CHANDIGARH ROAD, KURALI,TEH :KHARAR, DIST. MOHALI-140103
22	231493	BC UNA	Mr. Satinder Singh	9417496790, 8352867377	<a href="mailto:satinder.kumar@orientalinsurance.co.in">satinder.kumar@orientalinsurance.co.in</a>	OPP. SAINIK REST HOUSE, UNA ROAD NEAR BUS STAND,UNA (HP)-174303,

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24	231495	BC KHARAR	Sh. JAGDISH KUMAR ARORA	9814931019	<a href="mailto:jagdish.arora@orientalinsurance.co.in">jagdish.arora@orientalinsurance.co.in</a>	S.C.F. 6, CHAJUMAJRA ROAD,OPP. SUNNY ENCLVE
25	231496	BC Mohali	Mr Vikas Chauhan	9815656020	<a href="mailto:vikas.chauhan@orientalinsurance.co.in">vikas.chauhan@orientalinsurance.co.in</a>	SCF- 41, 2ND FLOOR, PHASE XI, Mohali
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27	231499	BC Nehon	Mr LALIT KUMAR	9465170058	<a href="mailto:Lalit.kumar@orientalinsurance.co.in">Lalit.kumar@orientalinsurance.co.in</a>	Shop No. 3, Gurdwara Shaheed Singhan, Rattanpura ( Nuhon) Pin Code: 140113 Distt Ropar Punjab
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29	233102	CBO3 JALANDHAR	Sh. YASH PAUL	9814973038	<a href="mailto:yash.paul@orientalinsurance.co.in">yash.paul@orientalinsurance.co.in</a>	1ST FLOOR RATTAN TOWER,NAMDEV CHOWK JALANDHAR-144001
30	233105	CBO1 JALLANDHAR	MR. SANJEEV AGGARWAL	9814155959	<a href="mailto:kumar_sanjeev@orientalinsurance.co.in">kumar_sanjeev@orientalinsurance.co.in</a>	BRANCH OFFICE 1, 32, G.T. ROAD, OPP. NARINDER CINEMA, JALLANDHAR
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35	233192	BC BHOGPUR	Sh. B.K. Lamba	9463572652	<a href="mailto:balvir.lamba@orientalinsurance.co.in">balvir.lamba@orientalinsurance.co.in</a>	Guru Nanak Market Opp Sr.Sec. School for (boys) G.T Road Bhogpur (144201) Distt Jalandhar (pb)
36	233193	BC Goraya	Mr. Iqbal Singh	9815936603	<a href="mailto:iqbal.singh@orientalinsurance.co.in">iqbal.singh@orientalinsurance.co.in</a>	KOONER BUILDING, NEAR BUS STAND,G.T. ROAD, GORYA, DISTT. JALANDHAR-144409
37	233194	BC LAMBRA	HARBANS LAL	9417048980	<a href="mailto:lal.harbands@orientalinsurance.co.in">lal.harbands@orientalinsurance.co.in</a>	1ST FLOOR ABOVE CANARA BANK BUILDING, NAKODAR ROAD, LAMBRA,DISST JALANDHAR
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39	233202	BO MANSAMANDI	SH. SUNIL KUMAR GOYAL	9815062782, 9417510931	<a href="mailto:sk.goyal@orientalinsurance.co.in">sk.goyal@orientalinsurance.co.in</a>	SRI RAM BUILDING, NEW COURT ROAD,MANSA MANDI-151505
40	233203	BO ABOHAR	Mr. Devinder Garg	9653125200	<a href="mailto:devinder.garg@orientalinsurance.co.in">devinder.garg@orientalinsurance.co.in</a>	Opposite P.N.B. Main Branch, Circuar Road, ABOHAR-152116
41	233207	BO JAITU	Ravinder Kumar Vohra	9872860689	<a href="mailto:ravinder_kumar@orientalinsurance.co.in">ravinder_kumar@orientalinsurance.co.in</a>	FIRST FLOOR, BAJA KHANA ROAD, JAITU-151202
42	233291	BC MALOUT	Mr. Amit Pawar	9417928756	<a href="mailto:amit.pawar@orientalinsurance.co.in">amit.pawar@orientalinsurance.co.in</a>	ABOVE OBC MAIN BRANCH, GT ROAD,MALOUT-152107
43	233292	BC Rampura Phull	OM PRAKASH	9876561273	<a href="mailto:Om.Prakash2@orientalinsurance.co.in">Om.Prakash2@orientalinsurance.co.in</a>	FIRST FLOOR, GREEN MOTORS, G. T. ROAD, RAMPURA PHOOL-151103
44	233293	BC Bhucho Mandi	Mr SHASHI PAL	9465266372	<a href="mailto:shashi.pal@orientalinsurance.co.in">shashi.pal@orientalinsurance.co.in</a>	Ward No. 4, Grain Market, Bucho Mandi, District Bathinda- PIN 151101

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46	233308	BO TARAN TARAN	Harcharan Singh	9814420792	harcharan.singh@orientalinsurance.co.in	FIRST FLOOR, ABOVE SBI BRANCH NEAR SATKAR PALACE AMRITSAR ROAD, TARN TARAN-143401
47	233390	BC.TS.MKT.AMRITSAR	Mr. Surjit Singh	9876048590	surjit_singh@orientalinsurance.co.in	HALL NO.6, 27-A, CLASSIC PLAZA, ABOVE PUNJAB NATIONAL BANK, MAJITHA ROAD, AMRITSAR-143001
48	233400	DO1 LUDHIANA	Mr. P.K. Verma	9814020720	pkverma@orientalinsurance.co.in	B-XXII-681/B, 2650, DASMESH NAGAR, Opp Municipal Corporation Office, Zone C, GILL ROAD, LUDHIANA-141003
49	233406	CBO3 LUDHIANA	Dinesh Grover	9417382437	dineshgrover@orientalinsurance.co.in	Madhok complex , Opp Silver Arc Mall, Ferozepur Road LUDHIANA-141001
50	233407	BO SAMRALA	Mr SURESH KUMAR BEDI	9417132499	suresh.bedi@orientalinsurance.co.in	Opposite HDFC Bank, Chandigarh Road,Samrala-141114
51	233490	BC MULLANPUR	Rajiv Gupta	9814713620	gupta.rajiv@orientalinsurance.co.in	DHALIWAL SUPER MARKET,NEAR KAILPUR ROAD, MULLANPUR, DAKHA(LUDHIANA)-141102
52	233491	BC Machhiwara	RAM RATTAN	9814743283	ram.rattan@orientalinsurance.co.in	NEAR MAIN CHOWK,RAHON ROAD,MACHHIWARA
53	233500	DO PATIALA	Mr MUKESH MALHOTRA	9872422754	mukesh.malhotra@orientalinsurance.co.in	FIRST FLOOR, SAI MARKET, LOWER MALL, PATIALA-147001
54	233502	BO SANGRUR	Mr N.K. TANEJA	9855522710	nk.taneja@orientalinsurance.co.in	NABHA GATE, NEAR S. S. MODEL SCHOOL, SANGRUR-148001
55	233503	CBO 1 PATIALA	Mr BALJINDER SINGH	9814460581	baljinder.singh@orientalinsurance.co.in	FIRST FLOOR (FRONT PORTION), SCO 126, CHOTTI BARDARI, IMPROVEMENT TRUST COMPLEX, PATIALA-147001
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57	233590	BC Samana	Mr RAVINDER KUMAR	9872989001	ravinder.kumar@orientalinsurance.co.in	Patiala By Pass Road, SAMANA-147101
58	233591	BC Patran	Mr.Ravinder Mohan	9464359550	ravinder.mohan@orientalinsurance.co.in	Near Shiv Motors, Kainchiyan, Patran, Patiala PIN 147105
59	233592	BC Sunam	Mr. Raj Kumar	9814219541	kumar.raj@orientalinsurance.co.in	Above OBC Bank, Peeranwala Gate, Sunam, Distt. Sangrur-148028
60	233593	BC Longowal	Mr ANIL SHARMA	9646700550	sharma_a@orientalinsurance.co.in	CR COMPLEX, IST FLOOR, MAIN BAZAR,NEAR GENERAL BUS STAND,LONGOWAL
61	233598	BC MALERKOTLA	Tarsem Lal	9815821808, 9501054007	lal.tarsem@orientalinsurance.co.in	Rose Avenue , Second Floor,Above State Bank of Patiala Malerkotla-148023
62	233599	BC Barnala	Mr. Vipan Goyal	9357710300	vipan.goyal@orientalinsurance.co.in	Katcha College Road (Popularly Known a KC Road), Near Oriental Bank of Commerce,BARNALA-148101
63	233600	DO RAJPURA	Dr. S K Sharma	9872884497	sharma_sk@orientalinsurance.co.in	FIRST FLOOR, 4-5-6 E, CALIBRE MARKET,PATIALA ROAD, RAJPURA-140401
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65	233605	BO KHANNA	Mr. Ashok Kumar Bhatia	9815602698	ashok.bhatia@orientalinsurance.co.in	G T. ROAD, Near IDBI Bank, LUDHIANA SIDE, KHANNA-141401
66	233606	BO Sirhind	Mr Jagjit Singh	9646399572	jagjit.singh@orientalinsurance.co.in	Sapra Building, First Floor, Chungi No. 4, Near Markfed Godown, Bassi Road, Sirhind. Distt. Fateh Garh Sahib – 140406 (Punjab)
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71	233703	BO ZIRA	Mr. MAN MOHAN JIT SINGH	9814126926	lehri.mjs@orientalinsurance.co.in	NEAR GRAIN MARKET, TALWANDI ROAD,ZIRA, DISTRICT FEROPUR-142047
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74	233707	BO JALALABAD	Sh. Randhir Singh	9872220234	randhir.singh@orientalinsurance.co.in	PROPERTY NO. 752/ab, Above OBC Bank,NEAR OLD SABZI MANDI CHOWK,JALALABAD (W), JALALABAD, District Ferozpur-152024
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85	233894	BC Banikhet	DILAVAR HUSSAIN	9418080021	dilaver.hussain@orientalinsurance.co.in	NEAR BUS STAND, BANIKHET,DISTT CHAMBA,HP
86	233900	DO2 LUDHIANA	Mr Sukhwinder Singh	9814908798	<a href="mailto:sukhwinder.singh@orientalinsurance.co.in">sukhwinder.singh@orientalinsurance.co.in</a>	FIRST FLOOR, SONA COMPLEX, MILLER GANJ,G. T. ROAD, LUDHIANA-141003
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89	233904	BO MOGA	Mr. Muneesh Nagpal	9914732885	muneesh.nagpal@orientalinsurance.co.in	FIRST FLOOR, AMOLAK BHAWAN, G. T.ROAD, MOGA-142001
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99	235400	DO HOSHIARPUR	Sh. Manohar singh	9417654120	manohar.singh@orientalinsurance.co.in	SCO 18-19, FIRST FLOOR, SCHEME NO. 11, SANT LONGOWAL NAGAR, NEAR MINI SECT., HOSHIARPUR-146001
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102	235403	BO MAHILPUR	Mr SHARD MEHTA	9814846414	shard.mehta@orientalinsurance.co.in	FIRST FLOOR, HEER SHOPPING COMPLEX, CHANDIGARH ROAD, MAHILPUR, Distt. Hoshiarpur-146105
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