



The Oriental Insurance Co. Ltd

Regional Office

Pirmuhani, Rajendra Path, Kadamkuan

Patna- 800003, Phone No: 2662646

Deptt: I.T.

Dated: 27-April-2023

Ref.: OICL/ROPAT/ITD/2023/01

Mr.....

M/S.....

Address.....

.....

.....

Dear Sir,

Re.: **Rate contract for UPS EXIDE NXT SERIES/AMARA RAJA 12V 26AH, 42AH and 65AH SMF Batteries**

We are having 1 KVA, 2 KVA, 5 KVA, & 10 KVA UPS systems working in our offices situated all over Bihar and Jharkhand with each unit having around 3-32 of SMF Batteries of various rating. Our order shall be based on actual requirements.

The format for Rate Contract bid is in two parts – **Technical Bid & Commercial Bid**. You must submit the bids as mentioned in details in the enclosure- Procedure for submission of bids.

Please note that bids for only EXIDE NXT SERIES/AMARA RAJA 12V 26AH, 42AH and 65AH SMF batteries should be quoted.

For any clarifications, please feel free to contact Mr. Vidya Prakash, IT Dept. on 7782966738. Please quote the rate of Batteries and consumables in the attached format along with Manufacturer authorization form/Dealership Certificate. Only direct company people, authorized dealers, authorized agents should quote.

REGIONAL MANAGER

The Oriental Insurance Co. Ltd

Regional Office

Pirmuhani, Rajendra Path, Kadamkuan

Patna- 800003, Phone No: 2662646

A. General Instructions

1. This invitation to Rate Contract is for: -

Supply of Batteries for UPS to any of the offices of **The Oriental Insurance Company Limited's** Regional office, Patna at locations specified in Annexure 3. The types of batteries required are: **EXIDE NXT SERIES NXT Series /AMARA RAJA 12V 26AH, 42AH AND 65AH SMF Batteries.**

2. Tenderers are advised to study the terms and conditions carefully. Submission of Rate Contract shall be deemed to have been done after careful study and examination of the Rate Contract Document with full understanding of its implications.
3. Sealed offers should be submitted to The Oriental Insurance Co. Ltd. not later than the date and time laid down, at the address given below in person or sent by registered post or **dropped in the Rate Contract Box kept in IT Department on the Second Floor** at the said address: -

Regional Manager IT
The Oriental Insurance Company Limited.
Regional Office
Pirmuhani, Rajendra Path, Kadamkuan
Patna- 800003, Phone No: 2662646

Final Price should include Installation, traveling and carrying cost.
No other extra amount will be paid other than GST.

4. 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:
As per Annexure- 3
- c) Address at which Tenders would be submitted:

Information Technology Dept
The Oriental Insurance Company Limited.
Regional Office
Pirmuhani, Rajendra Path, Kadamkuan
Patna- 800003, Phone No: 2662646

- d) Latest time and date for submission of Rate Contract is on or before **17:30 hours on 19.05.2023**
- e) Tentative place, time and date of opening of technical bid of rate contract: - **At 15:30 hours on 22.05.2023 at the address given under (c) above. The exact date/time can also be confirmed over telephone.**

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

- 1.1 It is proposed to have a **two cover System** for this tender.
 - a) **Technical Bid** comprising of **Annexure 1** in **one separate cover**.
 - b) **Commercial Bid** comprising of **Annexe 2.1 & 2.2** in **one separate cover**.
- 1.2 Technical Bid of the Rate Contract should be covered in a separate sealed cover, superscribing the cover with the wordings "Technical Bid for Batteries - Rate contract."
Please note that Prices should not be indicated in the Technical Bid.
- 1.3 Commercial Bid of the Rate Contract should be covered in a separate sealed cover, superscribing the cover with the wordings "Commercial Bid for Batteries - Rate contract".
Commercial Bid should only indicate prices
- 1.4 Both the Technical Bid cover and Commercial Bid Cover, prepared as above, are to be kept in a single sealed cover superscribed with **Rate contract for Batteries.**
- 1.5 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**".

Vidya

C. Terms and Conditions: For UPS Batteries

1. Performance Security

The supplier shall have to deposit a security of Rs. 50000/- in the form of DD at the time of submission of Rate Contract (No interest will accrue on this amount). The successful Bidder should send the signed contract within 2 days after the receipt of notification of award of the Contract from the Purchaser. The Bid Security of the successful bidder will be treated as performance security till **two years** after the last battery installation/purchase ordered under the rate contract.

2. Penalty

If the delivery & Installation is not effected within the maximum specified time i.e 48 hours then a further period of two weeks would be allowed subject to a penal interest @1.5% of the amount of order per week imposed on the first day of respective week of delay over and above the 48 hours maximum specified time. For outside Patna maximum specified time will be 72 hours only.

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.

3. Payment Terms

The payment terms shall be 100% after delivery and successful installation of the batteries on receipt of the Original Invoice and installation report duly certified by the Officer Incharge of the Office where the batteries are installed. The same has to be submitted along with warranty papers for batteries to Regional office for payment.

4. Price

The price quoted should be **inclusive of all taxes including all duties, all local levies, freight charges, transportation charges, installation, warranty charges and interconnector charges.**

5. Validity of Bid Price

The rate contract will be valid for **2 years** only. However the validity of the rate contract may be extended under special circumstances with mutual consent of the parties.

6. Installation

The installation of batteries at the required site has to be done by your assigned representative. At the time of installation the batteries must be fully charged and must be of the current series only.

After installation completion call report has to be signed by the concerned office incharge and the same has to be submitted along with warranty papers for batteries to Regional office for payment.

7. Maintenance

Preventive maintenance must be carried out minimum once in three months with proper sign-off from the office In- Charge.

8. Part Replacement

Post expiration of warranty all batteries of the batch is replaced even if one or two batteries are found faulty, otherwise warranty is not provided for the part replacement. On similar terms complete battery bank has to be replaced by the bidder during warranty period even if less number of batteries are found faulty.

9. 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.

10. The oriental insurance co ltd reserves the right to enter in the contract of their choice of Battery brand and warranty period.

11. Supplies are required to be made at the rates agreed for, for the orders that may be placed for the contracted period.

12. **WARRANTY** – The batteries should compulsorily be backed up with **3(Three) years manufacturer's warranty.**

13. You should agree to supply the above items to the offices of the company located in all over Bihar and Jharkhand. Complete list of all offices and their addresses under Regional Office, Patna is mentioned in Annexure 3.

14. In case of shifting of any office premises to a new location or opening up of any new office under Bihar and Jharkhand, the same rate contract will be applicable for supply of batteries there also by the Vendor.

15. Buy Back values of old batteries must be specifically mentioned separately.

16. The rates should be all inclusive i.e. GST/IGST etc. The rates should be inclusive of installation charges. The Person shall go to the site to replace and install the Batteries.

17. The Material supplied should carry a manufacturer warranty of two years 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 conform to the industry accepted standard, the company shall have the right to cancel the order if in case they are not satisfied with the quality/services.

18. Local Delivery & installation within 48 hours & for outstation 72 hours from the placement of order failing which the empanelled supplier would invite penalty as stated in '2' above.

19. You must submit a copy of sales Tax registration certificate and sales tax clearance certificate/audited accounts for the previous financial year.

20. In case you are empanelled for any supplies, the bill(s) raised by you must mention the brand/make of the material(s) supplied.

21. You should also submit us the Manufacturer/ Authorised Dealer certificate that must be valid as on date.

22. SMF batteries should be VRLA (Valve Regulated Lead Acid). Specifically designed for Indian power conditions. The battery should conform to JIS 8702 C Specifications.

23. The battery should be manufactured in an ISO 9001, 2008 ISO 14001: 2004 and ISO TS 16949: 2002.

24. GST Certificate

25. Support Centers in Bihar and Jharkhand.

26. Disposal of old battery is Vendors responsibility. The old batteries which are to be replaced with a new one needs to be recycle/disposed off safely without causing environmental hazard. A certificate to this effect shall be furnished by the vendor.


REGIONAL MANAGER

A. TECHNICAL BID**BID PARTICULARS:**

1. **1 Name of the Bidder :**
With Full Address, Telephone No.,
Fax No. & Email
2. **Name & Designation of the Contact :**
Person With Full Address,
Telephone No., Fax No. & Email
3. **Annual Turnover (Rs. In Lacs) :**
4. **Type of products you are dealing in with their Brand names :**
5. **Name of manufacturers whose products you are dealing in :**
6. **Whether any of the manufacturers has cancelled the agency or imposed any penalty. Reasons for the same. :**
7. **List of existing Clients :**
8. **Whether any dispute/issues with Clients for last 3 years. Reasons for the same. :**
9. **Whether registered for GST purpose :
If so number and date of registration.
Attach copy of GST Registration.**
10. **Service facilities available For maintenance. :**
11. **Whether you are promoter/partner in any Company dealing in similar products :**



12. **Whether you agree to replace the :
batteries found to be charging
less or giving lesser backup
irrespective of standard
warranty conditions during
warranty period.**
13. **Do you agree to all our Terms & :
Conditions as mentioned in the
letter**

Witness:

Signature -----

Name -----

Address -----

Date -----

Signature -----

Name -----

Designation -----

Company -----

Date -----

Company Seal

Vidya

B. COMMERCIAL BID**BID PARTICULARS:**

1. Name of the Bidder
2. Address of the Bidder
3. Year of establishment
4. Status of the Firm
5. (whether company/Firm/propriety)
6. Bidder's proposal number and date
7. Name & address of the officer
To whom all references shall be
Made regarding this tender
Telephone :
Fax No. :
Mobile :
8. The price during the period of contract will be linked to M.R.P. (all inclusive) as per the manufacturer's catalogue on the 25.04.2023. For variation in price do you agree to the following:
 - If the M.R.P. goes up by up to 15% the bid price
Will be maintained. Yes /No
If not, then at what rate
 - If the M.R.P. goes up by more than 15% but
not exceeding 20%, the bid price will be
increased by 10% Yes /No
If not, then at what rate
 - If the M.R.P. goes up by more than 20% but
not exceeding 25%, the bid price will be
increased by 15% Yes /No
If not, then at what rate
 - If the M.R.P. goes up by more than 25%,
the bid price will be increased by 20% Yes /No
If not, then at what rate
 - If the M.R.P. decreases, the bid price
Will be decreased in the same ratio Yes /No
If not, then at what rate

Witness:

Signature -----

Name -----

Address -----

Date -----

Signature -----

Name -----

Designation -----

Company -----

Date -----

Company Seal*Vidya*

Detail of cost of Goods**UPS-Batteries:**

Type Of Battery	Specification	Base price of the New Battery (Exclusive of Taxes)	Taxes applicable (SGST +IGST)	Total Cost of New Battery per Unit (inclusive of Taxes)	Less: Buy back Cost per Unit	Net cost per unit (inclusive of Taxes)
SMF	26AH-12V					
SMF	42AH-12V					
SMF	65AH-12V					

Manufacturer warranty for all batteries should be minimum 3 years.

Cost of UPS Battery includes Installation cost, traveling cost and carrying cost.

No other amount is to be paid other than GST.

IMPORTANT:

You can attach separate sheet if necessary in same format.

The price quoted should be inclusive of all taxes including GST, freight charges, transportation charges, installation/commissioning & testing charges, warranty charges and cost of inter connectors.

Witness:

Signature -----

Name -----

Address -----

Date -----

Signature -----

Name -----

Designation -----

Company -----

Date -----

Company Seal

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List of Office locations under Supervision of Regional Office, Patna

Sl. No.	Office Code	Name of the RO/DO/BO/BC	OFFICE ADDRESS
1	330000	RO Patna	Pirmohani, Rajendra Path, Patna- 800 003
2	330011	Service Centre Patna	Sudama Palace, Kankarbagh Main Rd., Patna 800 020
3	330012	Service Centre Ranchi	3rd Floor, Tiwary Enclave, 35A Circular Road, Lalpur, Ranchi 834002
4	330021	T P Hub, Patna	Pirmohani, Rajendra Path, Patna- 800 003
5	330022	T P Hub, Ranchi	3rd Floor, Prabodh Tower, S.N. Ganguli Road, Main Road, Ranchi 834001
6	330031	RTC Patna	2/144, G D Mishra Path, Behind CISF Building, New Patliputra Colony, Patna- 800013
7	331100	DO I Patna	Boring Canal Road, Patna 800 001
8	331103	CBO IV Patna	170/A, Patliputra Colony, Patna
9	331108	CBO VI Patna	Pirmohani, Rajendra Path, Patna- 800 003
10	331109	CBO VII Patna	Laxmi Niwas, Hajigang, Patna City, Patna 800 008
11	331110	BO Begusarai	Kachery Rd., Begusarai 851 101
12	331192	BC Danapur	Subhash Palace, Mainapura, Near Kali Mandir, Main Road, Danapur, Patna- 801503
13	331193	BC Maner	Main Road, Near Bus Stand, Maner-801108, Dist- Patna
14	331400	DO III Patna	Sudama Palace, Kankarbagh Main Rd., Patna 800 020
15	331405	BO Biharsharif	Murarpur, Ranchi Rd., Biharsharif 803 101
16	331406	CBO III Patna	Sheohar Sadan, Opp. Bharatiya Nritya Kala Mandir, Fraser Rd. Patna 1
17	331407	BO Ara	Grover Bldg., Kaman Tola, Ara 802 301
18	331408	BO Buxar	Purani Chowk, Main Rd., Buxar 802 101
19	331491	BC Khusrupur	H/O B Kumar, Main Road, Ward no-5, Khusrupur, Dt-Patna- 803202
20	332100	DO Muzaffarpur	Kalambagh Road, Aghouriya Bazar, Muzaffarpur 842 002
21	332103	BO Darbhanga	Sakmapool, Mirzapur Road, Darbhanga 846 004
22	332104	BO Motihari	Balua Tal, Near Gupta Gas, Motihari 812 031
23	332105	BO Sitamarhi	Hotel Rajkumar, Sitamarhi 843 301
24	332106	BO Madhubani	Red Cross Rd., Madhubani 847 211
25	332192	BC Narkatiaganj	H/o Prem Narayan Main Road, Near PNB, Narkatiaganj, West Champaran 845455
26	332200	DO I Ranchi	2nd Floor, Tiwary Enclave, 35A Circular Road, Lalpur, Ranchi 834002
27	332201	CBO I Ranchi	Prabodh Tower, S.N. Ganguli Road, Main Road, Ranchi 834001

28	332204	CBO IV Ranchi	Aloka Hotel Complex, Radium Road, Ranchi 834001
29	332300	DO Gaya	R.J. Palace, Roy Kashinath More, Gaya 823001
30	332301	BO Sasaram	R.K. Building, 2nd Floor, G.T. Road, Sasaram
31	332302	BO Hazaribagh	Club Road, Hazaribagh
32	332303	BO Dehri-on-sone	Bank of Baroda Building, Mehra House, Pali Road, Dehri -on-Sone, Distt Rohtas; Bihar -821307
33	332390	BC Aurangabad	K P Agrawal Complex, New Area, Aurangabad, Bihar- 824 101
34	332396	BC Tekari	Deodharpur Main Road, Tekari, Gaya 824236
35	332400	DO Bhagalpur	Megh Malhar Bldg., RBSSS Rd., Bhagalpur 812 001
36	332401	BO Dumka	Court Compound, Dumka
37	332402	BO Deoghar	Jage Shanti Market Complex, Netaji Subhash Rd., Deoghar 814112
38	332403	BO Godda	Bhagalpur Rd., Godda 814 133
39	332404	BO Munger	Rajbati Rd., Munger 818 201
40	332490	BC Jamui	Kacheri Road, Jamui, Bihar- 811 307
41	332491	BC Barhaiya	H/O Mukesh Kumar, Baraihya, Dt-Lakhisarai
42	332600	DO Purnea	New Mkt., Batta Bazar, Purnea 824 301
43	332601	BO Forbesganj	Laxmi Niwas, RB Lane, Forbesganj 854 318
44	332602	BO Saharsa	Purab Bazar, Saharsa 852 201
45	332603	BO Katihar	Mangal Bazar, Shyama Talkies Rd., Katihar 854 105
46	332691	BC Nirmali	C/O Raj Narayan Choudhary, Nirmali, Dt: Supaul- 847452
47	332700	DO Bokaro	B-24, City Centre, Sector 4, Bokaro 826 001
48	332703	BO Dhanbad	Rathor Mansion, Bank Mor, Dhanbad 826 001
49	332781	BC Siuliban	H/O Satyendra Pd Gupta, GT Road. Egarkoor, Behind Anand Marriage Hall, Siuliban, Po- Kumardubhi, Dist-Dhanbad-828203, Jharkhand
50	332790	BC Ramgarh	D.S Complex, Ramgarh 822129 Jharkhand
51	332791	BC Giridih	Raja Bangla, Main Road Giridih 815301 BOKARO
52	332796	BC Jaridih Bazar	H/o Ram Gopal Dalmiya, Plot No 51, Near Dalmiya Market, Main Road, Jaridih Bazar, Bermo, Dist-Bokaro-828114, Jharkhand
53	332900	DO II Ranchi	Laxmi Niwas, Tripathi Colony, Kadru Diversion Rd., Doranda, Ranchi 834002
54	332902	BO Daltonganj	Dharamshala Rd., Daltonganj 822 101
55	332903	BO Lohardaga	Powerganj Chowk, Lohardaga 835 302
56	333000	DO Jamshedpur	Hindustaqn Bldg., Bistupur, Jamshedpur 831 001
57	333001	BO Ghatshila at Mango	Arjun Tower, Main Rd., Mango, Jamshedpur 831012
58	333002	BO Chaibasa	Jain MKt., Chaibasa 833 201
59	333003	DAB Jamshedpur	Akashdeep Plaza, 2nd Floor, Golmuri, Jamshedpur 830 003
60	333091	BC Adityapur	2nd Floor, Pandey Complex, Main Road, Jamshedpur- 830 013

61	333100	DO Hajipur	R K Plaza, 2 nd Floor, Anwarpur Chowk, Near Railway Gumti, Hajipur 844101
62	333101	BO Chhapra	Sudarshan Bldg., Municipal Chowk, Chhapra 841 301
63	333102	BO Gopalganj	Brahma Chowk, Gopalganj 841 428
64	333190	BC Siwan	Anand Hotel, Rajendra Path, Babunia More, Siwan- 841 226
65	333193	BC Dighwara	H/o Kalawati devi, c/o Sanjay Kumar Gupta, Bus Stand Dighwara, Dist-Chapra, Pin-841207

Handwritten signature

vidya