



THE INSTITUTE OF COST ACCOUNTANTS OF INDIA

(STATUTORY BODY UNDER AN ACT OF PARLIAMENT)

CMA Bhawan, 3 Institutional Area, Lodi Road, New Delhi – 110 003.

TELEPHONES: +91 11 24666100 Extn. 123 /116

Website: www.icmai.in e-mail: lpcdelhi.convenor@icmai.in

Local Purchase Committee

TENDER NOTICE

LPC/ IT/2023-24/Online-UPS

Date: 12.09.2023

Date of Invitation: 12.09.2023

Date of Closure: 03.10.2023 by 3 PM

Subject: Tender Notice for Supply & Installation of 3 KVA Online UPS with 5 Years warranty

The Institute of Cost Accountants of India invites quotations from reputed Authorized OEM Partner with proven track records, for **Supply & Installment of branded online UPS of [Nexus / Emerson Vertiv / Microtek / Best Power Equipment / Uniline / APC]with 5 Years warranty**. Vendors fulfilling the eligibility conditions can submit their quotations at the following address:

**The Institute of Cost Accountants of India
CMA Bhawan, 3 Institutional Area, Lodhi Road,
New Delhi – 110 003**

The quotation should be addressed to Convenor and drop at the tender box available at the Institute ground floor:

**The Convenor – Local Purchase Committee (LPC)
The Institute of Cost Accountants of India
CMA Bhawan, 3 Institutional Area, Lodhi Road,
New Delhi – 110 003**

Eligibility Criteria

1. The tenderer should be a Company registered in India.
2. The tenderer should have a good reputation in the market and their clientele shall preferably include reputed Govt. & Private concerns.
3. The tenderer should have an appropriate support relationship with OEM Channel/Service partner etc. and **must submit OEM authorization documents**.
4. The tenderer should have executed at least three similar work orders of same or higher value during the last three years (2022–2023, 2021–2022, 2020–2021).
5. The tender must be a profit-making organization in the previous three financial years with an annual turnover of at least 20 Lakhs per year for the last three financial years(2022–2023, 2021–2022, 2020–2021).
6. Technical Evaluation will be done based on the eligibility criteria and as per the Configuration mentioned in the Technical Specification (Annexure - I)



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Scope of Work:

Delivery & Installation of the Online UPS at

The Institute of Cost Accountants of India
CMA Bhawan
3, Institutional Area, Lodhi Road
New Delhi – 110 003

Instruction to the tenderers

1. The tender shall be submitted into two parts separate envelopes super-subscribing technical bid and financial bid. Both the envelope should be put into a third envelope super-subscribing with “**Quotation for Supply & Installation of 3 KVA Online UPS with 5 Years warranty**” (Bid Reference - LPC/ IT/2023-24/Online-UPS)
2. All the quotations must be submitted within the dates mentioned in the document and The Institute shall not be held liable for any postal delays. Tender received after the stipulated time/date will be liable to be summarily rejected without giving any reason.
3. The quotations are to be submitted as per details given in the enclosed **Annexure-I in Technical Bid** and **Annexure-II in Financial Bid** on vendor’s letter head duly signed, stamped, and dated on each page as their unconditional and explicit concurrence to the terms and conditions laid down by the Institute.

Terms and Conditions

1. The tenderer must be in its legal existence for more than a minimum period of 3 years.
2. The tenderer must submit the latest document as proof of Authorized OEM Partner.
3. The tenderer shall not sub-contract the mentioned work to any organization, person, firm, or its franchisee without the prior approval of the Institute.
4. The price quoted by the Tenderer should remain valid for a period of three months from the date of submission of the tender.
5. The Institute is not bound to accept the lowest tender and reserves the right to accept either in full or in part of any tender. The Institute also reserves the right to reject the tenders without assigning any reason thereof.
6. All Payments will be made through Electronic Mode to the Bank Account of the selected Tenderer. Please mention Bank Details [(i) Name of the A/c., (ii) A/c. No., (iii) Type of A/c., (iv) Name of the Bank, (v) Name of the Branch with address, (vi) IFS Code No. and (vii) MICR No.] in the Quotation.
7. 100% Payment will be made after successful delivery within 3-4 weeks and satisfactory installation subject to submission of invoice.
8. Upon being selected as the successful tenderer and being awarded the Order, the tenderer is expected to deliver all the items within 3-4 weeks, failing which LD will be imposed based on the calculation 0.5% per



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- week of the quoted price of the delayed item(s) and the same would be deducted from the submitted Invoice, while releasing the payment.
9. Upon being selected as the successful tenderer and being awarded the Order, the tenderer is expected to reply to all queries/ complaints that may be raised by the Institute from time to time.
 10. The institute, at its sole discretion, reserves the right to accept or reject any or all the quotations including the lowest tender at any stage without assigning any reason thereof and the decision of the Institute will be final and binding on all concerned.
 11. All disputes, claims and demands arising under or pursuant to or effecting/touching the contract shall be referred to the arbitrator appointed by the Secretary of The Institute of cost Accountants of India, Kolkata. The award of the sole Arbitrator shall be final and binding on both the parties under the provisions of the Arbitration and Reconciliation Act, 1996, or any statutory modifications on re-enactment thereof as in force. The place of such arbitration proceedings shall be at Kolkata.

Statutory Requirements

1. PAN, TAN, GST along with the copy of registration.
2. IT Return of last three assessment years.
3. Bank Account number with IFSC code, Bank name and Branch
4. Proof of document that the tenderer is an authorized OEM Partner.



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ANNEXURE-I (To be submitted in Technical Bid)

BIDDER DETAILS

S.No	Particulars	Details (Attach Proof) Yes/No
1.	NAME OF THE ORGANISATION	
2.	ADDRESS	
3.	CONTACT DETAILS TELEPHONE NO: E-MAIL ID:	
4.	COMPANY REGISTERED IN INDIA UNDER REGISTRAR OF COMPANIES	
5.	PAN NUMBER (COMPANY / PROPRIETOR)	
6.	GST REGISTRATION NUMBER	
7.	TRADE LICENCE NO.	
8.	Authorized OEM Partner	

Declaration: We/our company, together with this Technical Bid have submitted all necessary documents required for the Tender.

Date:

Signature of bidder:

Place:

Seal:



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ANNEXURE-I (To be submitted in Technical Bid)

TECHNICAL SPECIFICATION

Sl. No.	Generic Configuration	Model Name along with Actual / Proposed Configuration
01.	<p>UPS Rating 3kVA / 2400W</p> <p>UPS Type True Online Double Conversion UPS system with IGBT based Rectifier</p> <p>Input Voltage UPS having Single phase input with the Voltage Range 110V to 280VAC based on load.</p> <p>Input Power Factor ≥ 0.99 for 100% load.</p> <p>Input Frequency 40Hz to 70Hz</p> <p>Output Voltage 200/208/220/230/240 V Single Phase with $\pm 1\%$</p> <p>Output Frequency 50 Hz or 60Hz ± 0.1 Hz</p> <p>Output vTHD $\leq 3\%$ for Linear Load</p> <p>LCD Display UPS Should be LCD Status Display</p> <p>Efficiency 90% AC Mode</p> <p>Crest Factor 3:01</p> <p>Waveform Pure Sine Wave</p> <p>Over Voltage Cut off Device Should be inbuilt into the UPS System</p> <p>Battery Block 6 Nos SMF battery</p> <p>Battery Bank Battery bank will be a suitable minimum 648VAH. Battery type will be SMF VRLA only. Battery Make Exide/ Quanta.</p> <p>Alarm Battery Mode, Low Battery, Overload, Fault.</p> <p>Environment Humidity 20-90% RH @ 0-40°C (Non-Condensing). Noise level:< 50dB @ 1mtrs.</p>	



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	<p>Intelligent Monitoring Slot</p> <p>UPS should be incorporated with Smart RS-232 / USB along with an option for SNMP module.</p> <p>Certificates Required.</p> <p>The manufacturer must be ISO 9001:2015 certified. Please enclose Certificate</p> <p>The manufacturer must be ISO 14001:2015 certified. Please enclose certificate</p> <p>The manufacturer must be ISO 27001:2013 certified. Please enclose certificate</p> <p>Manufacturer must be ISO 45001:2018 certified. Please enclose certificate</p> <p>The manufacturer must be OSHAS 45001:2018 certified. Please enclose certificate</p> <p>Bidder, if not the manufacturer, must provide Manufacturer's Tender Specific Authorization that the bidder is authorized sales & service provider.</p>	
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Declaration: We/our company, together with this Technical Bid has submitted all necessary documents required for the Tender.

Date:

Signature of bidder:

Place:

Seal:



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ANNEXURE-II (To be submitted in Financial Bid)

FINANCIAL BID FOR PRINTERS

Sl. No.	Item	Quantity (no.) (a)	Unit Price (Rs.) (b)	Total Price (a*b)	Taxes (Rs.)	Grand Total Price (Rs.)
01.	<u>3KVA online UPS [Nexus / Emerson Vertiv / Microtek / Best Power Equipment / Uniline / APC]with 5 Years warranty</u> Model Name: _____ (Specifications as mentioned in technical specifications)	01				
02.	<u>Exide / Quanta 12v-26ah battery</u>	06				
03.	<u>Battery rack & Connector</u>	01				
04.	<u>Installation Changes</u>	01				
05.	<u>Any Other Charges</u>	01				
GRAND TOTAL						

Declaration: We/our Company understood the requirements involved. We agree to all the terms and conditions as indicated in this Tender Notice. We are not debarred by any of the departments of the Organization / Institute.

Date:

Signature of bidder:

Place:

Seal: