

भारत सरकार
सांख्यिकी एवम कार्यक्रम कार्यान्वयन मंत्रालय
राष्ट्रीय सांख्यिकी कार्यालय
डाटा क्वालिटी एश्युरंस डिविजन
सी.जी.ओ. कॉम्प्लेक्स "बी ब्लॉक"
6, 7 और 8 वा तल, सेमिनरी हिल्स
नागपुर - 440006.



सत्यमेव जयते

Government of India
Ministry of Statistics & Programme Implementation
National Statistical Office
Data Quality Assurance Division
C.G.O. Complex, 'B' Block,
6, 7 & 8th Floor, Seminary Hills
Nagpur - 440 006.

फॅक्स/FAX NO. : 0712-2511582

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संख्या/No.: M-13023/32/2018-Genl/II/540

दिनांक/Date: 11/05/2022

To,
M/s. _____

Subject: Quotation for Comprehensive Annual Maintenance Contract for 5 KVA UPS System in NSO, DPC, Nagpur.

Sir,

1. Sealed quotations are invited from the reputed service providers/agencies for the Comprehensive Annual Maintenance Contract for **5 KVS UPS Systems** in **NSO, DPC Nagpur, CGO Complex, 6-8th Floor, Seminary Hills, Nagpur-440006**. List of the UPS systems to be covered under AMC is as per Annexure I.
2. The interested service providers/ agencies are requested to submit the Technical and Financial bid separately. The Quotation/tender in Sealed Cover-I containing "**Technical Quotation**" and Sealed Cover-II containing "**Financial Quotation**" should be placed in a third sealed cover superscripted "**Quotation for Comprehensive Annual Maintenance Contract (AMC) For 5 KVA UPS Systems**" should be submitted to the "**Head of Office, NSO, DPC Nagpur, CGO Complex, B-Block, 6-8th Floor, Seminary Hills, Nagpur-440006 on or before 01th June 2022 17.00 hours**". No quotation will be accepted after last date of receipt of the Quotation.
3. The service provider/agencies submitting the quotation shall be required to deposit Earnest Money (EMD) of Rs. 2000/- along with their bids. EMD shall be accepted in the form of Demand Draft or Bank Guarantee from any nationalized bank drawn in favor of 'Head of Office, NSO, DPC Nagpur'. Quotations received without EMD will not be considered.
4. **The technical quotation/bid will be first opened on 02/06/2022 at 15.00 Hrs** in this office premise. After scrutinizing the technical quotations/bids, this office will shortlist the eligible bidders for opening the 'Financial bid'. Financial Bid will be opened on the same day in this office premise. If

interested, representatives of the service provider/agency may be present at the time of opening technical and financial bids.

5. EMD of the unsuccessful bidder will be returned within 30 days after the award of contract. General terms and conditions for AMC and the proforma for submission of bids are given in the annexure II to V.
6. This office reserves the right to cancel this invitation for quotation/tender at any time without assigning any reason.

Yours faithfully,



(Sujeet B. Pujari)
Dy. Director & HO

Annexure I

Sr. No	Specification	Make	Qty	Installation Date
1.	Comprehensive AMC of 5 KVA UPS	Numeric make Srl. No. II063805341 II036805342 III00503733	1 1 1	05-02-2007 05-02-2007 28-10-2010
2.	Comprehensive AMC of 5 KVA UPS	Numeric make Srl. No. II I20904316	1	21-01-2013

Terms and Conditions Agreement

1. The comprehensive Annual Maintenance Contract (AMC) is being entered by National Statistical Office, Data Processing Centre, Nagpur hereafter referred as NSO, DPC Nagpur with (Vendor Name _____ hereafter referred to as Vendor on the (date) at NSO, DPC Nagpur.
2. Comprehensive maintenance of four 5KVA UPS Systems installed in NSO, DPC, Nagpur. The lists of Items covered under AMC are given in Annexure-1.
3. Initially the contract will be for ONE year (from the date of signing of this Agreement by the parties), which may be extended for one more year subject to satisfactory services, on discretions of NSO, DPC Nagpur.
4. The tender documents are not transferable.
5. Vendor shall be required to furnish Performance Security equal to 10% of the Comprehensive Annual Contract Value in the form of Bank Guarantee from any nationalized bank in favor of Head of Office, NSO, DPC, Nagpur within 7 days from the date of award of contract. On receipt of valid performance security, the Bid security would be returned to the successful bidder. The Performance security would be returned (without interest) within 30 days from the date of completion of the contract.
6. This Office reserves the right to increase or decrease the quantity or deletes some or all of the items, depending on the needs of the office without assigning any reasons.
7. The Comprehensive AMC also includes replacement of the parts, if required, without any extra cost and the same should be of standard quality.
8. The equipment will not be moved out of our office premises without prior permission and valid gate pass. All transportation costs involved for this purpose will borne by the vendor.
9. Normal service hours will be from 10:00 AM to 05:00 PM on all working days (Monday to Friday) however, in exceptional circumstances, services may need to be provided outside of these hours or on Saturdays/Sundays/Holidays at the discretion and convenience of the office.
10. Maintenance Services shall be provided immediately on the same day during 09.30 AM to 06.00 PM at office DPC, Nagpur whenever called upon. Call must be attended within 1 hour.
11. Apart from break-down/fault call, there will be a preventive maintenance to check effective working of equipment at regular interval in each quarter.
12. The rate quoted will remain in force for the full period of the contract. No demand for revision of rate on any account shall be entertained during the contract period.
13. In case the vendor is not able to repair/ provide service to any of the item within the stipulated time, the item will be got repaired/serviced from open market and repairing/servicing charges will be deducted from the payment for the quarter from vendor.
14. The vendors shall be required to furnish bid security (EMD) of Rs. 2000/- along with their bids. It shall be accepted in the form of Fixed Deposit Receipts, Account payee Demand Draft or Bank Guarantee from any nationalized bank in favor of **Head of Office, NSO, DPC, Nagpur**. Bid Security shall remain valid for at least 45 days beyond the final bid validity period. Bid security of the unsuccessful bidders would be returned within 30 days after the award of contract.
15. In case the service is not found satisfactory, NSO, DPC, Nagpur can terminate the contract by giving a notice of two weeks and the payment for the past service rendered shall be made on prorata basis.
16. Payment will be subject to Govt. Of India rules and Regulation and will not be hard-cash form.

17. PENALTY CLAUSE: Penalty Charges @ Rs. 200/- per day will be levied and deducted from payment in case of failure to attend the call/complaint within one working day of recording the same with the firm.
18. ARBITRATION CLAUSE: In case of any disputes between the parties viz. the Office on one hand and the agency/firm awarded the Contract on the other hand, arising out on account of scope of the work and other mandatory liabilities as stated in the Tender Document/ Contract Agreement, the dispute shall be referred to an Arbitrator as per Arbitration and Reconciliation Act 1996, in Nagpur jurisdiction.
19. Payment will be made on half yearly basis at the end of six months on successful completion of the contractual obligations.
20. ELIGIBILITY CRITERIA:
The Agencies that fulfill the following requirements shall be eligible to apply.
 - a. The firm should have office in Nagpur, Maharashtra.
 - b. Registration certificate issued by appropriate authority.
 - c. GST/PAN & TIN No. under Income Tax Act.
 - d. Minimum three years' experience in business of providing AMC in UPS System after registration.
 - e. Copy of currently running AMCs with any Govt/ PSU Organization to be submitted.
 - f. Proof of at least three successfully carried out AMC services of computer during the last 5 years in Govt./Semi-Govt./Central Autonomous bodies.
 - g. An undertaking that the agency has not been blacklisted by any Government Department! Autonomous bodies.

BID FORMReference: Tender No. **M-13023/32/2010-Genl-II, dated 10/05/2022.**

To

The Deputy Director & Head of Office,
NSO (DPC),
CGO Complex, B-Block
6-8th Floor, Seminary Hills
Nagpur – 440006.

Sir,

Having examined the terms & conditions of tender and specifications, including all other related documents the receipt of which is hereby duly acknowledged, we the undersigned, offer to execute the Annual Maintenance Contract (AMC) for 5 KVA UPS System in NSO (DPC), CGO Complex, B-Block 6-8th Floor, Seminary Hills, Nagpur-440006 in conformity with, conditions of contract & specification.

We undertake, if our bid is accepted, to execute the work in accordance with specifications, time limits, terms & conditions stipulated in the tender document.

Bid submitted by us is properly sealed & prepared so as to prevent any subsequent alternation & replacement. We confirm that we will abide by all the terms and conditions and we don't have any counter condition.

(Signature of the authorized person of the Agency with seal)

Place:

Date:

PROFORMA FOR TECHNICAL BID

1. Name of the Agency:
 2. Office Address
 Tel No.
 FAX No.
 E-Mail Address:
 3. Name of the Authorized Representative (s):

4. Document(s) enclosed (Put "✓" marks if enclosed)

Sl.No	Documents	Enclosed	Not Enclosed
1	Attested registration certificate of the Agency issued by the appropriate authority		
2	Attested copy of valid Service Tax registration certificate		
3	Proof of at least three successfully carried out AMC services of UPS during the last 5 yrs in Government the		
4	Copy of GST/PAN Card.		
5	An undertaking that the agency has not been blacklisted by any Government Department/autonomous bodies as on the Date of submission of the bid.		

5. Turnover **during the last three years** (copy of audited Balance Sheet and P & L to be attached)

Years	Turnover in Rupees (in words and figures)

7. Details of the experience in Govt. / PUCI Corporate offices **during the last three years** as per the attached Performa (supporting documents to be attached)

S. No.	Name of the Employer / Address / Tel No.	Details of Experience/ Period of Contract with dates of Commencement and termination during the last 3 years.	Total Number of Service engineers employed

Enclose extra sheets if required.

(Signature of the authorized person of the Agency with seal)

Place:

Date

Proforma for Financial Bid

Sr. No.	Specification	Make	Qty.	Installation Date	Per Unit (Rs.)	Total (Rs.)	Taxes (Rs.)	TOTAL (Rs.) (including Taxes)
1.	Comprehensive AMC of 5 KVA UPS	Numeric make Srl. No. II063805341 II036805342 III00503733	1 1 1	05-02-2007 05-02-2007 28-10-2010				
2.	Comprehensive AMC of 5 KVA UPS	Numeric make Srl. No. II I20904316	1	21-01-2013				

(Signature of the authorized person of the Agency with seal)

Place:

Date