

Zonal Office, Meerut

Krishna Plaza, C-2/6, D- Block, Ganga Nagar, Mawana Road, Meerut-250001 (U.P.)

Phone No. 0121-2622293 Email: zo.meerut@ucobank.co.in

Dated: 21-12-2017

TENDER NOTICE FOR HIRING OF 3 PHASE POWER INVERTERS IN BRANCHES UNDER MEERUT ZONE

Zonal Office, Meerut, UCO Bank invites sealed Tender from eligible Tenderers who may supply power inverters on rent basis, complete in all respect batteries, technician for up keeping comprehensive maintenance contract for one year which is further extendable according to performance of agency.

The intended bidders may see the details of tender on any working days during office hours at 10 AM to 5 PM at GAD Department of this Zonal office. The details are also available on our Bank's website www.ucobank.com.

The Tender along with Tender fee **Rs.500.00** (Non refundable) & Earnest Money deposit **Rs.10,000.00** in sealed cover addressed to "Zonal Manager, Zonal Office, Meerut, Krishna Plaza, C-2/6, D-Block, Ganga Nagar, Mawana Road, Meerut (U.P.)-250001." Superscripting there on "Tender for Hiring of Power Inverters for L/F load of branches in the Zone: Meerut, must reach the office by 5.00 PM on or before 12-01-2018 and tender will be opened 11.0 AM on 15-01-2018. The tender received beyond the schedule time shall be summarily rejected.



Zonal Manager,
Zonal Office, Meerut,
UCO Bank.



UCO BANK ZONAL OFFICE MEERUT

Subject: Tender for Hiring of 5 & 10 KVA sine wave invertors on rent

Sealed quotations are invited for the "Hiring of 33 Nos. 5 KVA & 67 Nos. 10 KVA fully functional and running power inverters to be installed by the vendors in branches (Annex-III) from manufacturing companies (OEM), reputed vendors/ dealers registered, bonafide, reputed, experienced eligible firms who have executed similar nature of work in government ministries/ departments, semi-govt. organizations including public sector undertaking and satisfactory all other terms and conditions in this tender documents.

1. Instruction to the Tenderers:-

The tender along with Earnest Money Deposit & Tender Fee in favor of "Zonal Office, UCO Bank, Meerut" in sealed cover addressed to 'Zonal Manager, Zonal Office, Meerut, Krishna Plaza, C-2/6, D-Block, Ganga Nagar, Mawana Road, Meerut (U.P.)-250001, superscripting there on "Tender for Hiring of Inverter sets" must reach the office 5.00 PM on or before dated 12/01/2018. Tenders will be opened on 11.00 AM on dated 15/01/2018. The tender received beyond the schedule time shall be summarily rejected.

2. Period of Contract:-

The contract will be initially for a period of one year which can be extended further on mutual agreement subject to satisfactory performance of the agency and will also depend upon price trend for the services/ products in the market on the date of extension.

3. Scope of work:-

- (A) The Place of performance will be branches of banks under Branch Managers
- (B) Attending to maintain the Battery backup for 6 Hrs round the clock
- (C) The Maintenance contract will include free of cost servicing & necessary repair of the installed inverters
- (D) To maintain all the power inverters in an efficient, reliable, safe and fully functional condition
- (E) The Maintenance contract also include all necessary updati. s (if required)
- (F) In case of Three Phase Inverter sets, it will be sole responsibility of the vendor to ensure proper distribution of load on all the phases.

The Power inverters sets to be installed & maintained under this contract (Annexure-III)

4. Duties & Responsibilities:-

- (A) The vendor should attend to all complaints on daily basis irrespective of its nature
- (B) To use trained and appropriately skilled personnel who will be qualified to keep power inverters sets in efficient, reliable and safe generating condition (6 hrs.) in all the working days
- (C) To regularly examine, status of battery back up and carry out planned maintenance in a systematic and controlled manner
- (D) To maintain highest order of integrity, moral and social responsibility and decorum of the bank
- (E) The technician also liable to work on all holidays and Saturday/ Sunday (if services are required) and no additional amount will be paid

5. Eligibility Criteria:-

- (A) The Agency applying should possess Income Tax PAN No. & GST. The agency should have minimum experience of 03 yrs in providing such type of services in central Govt./ state govt./ public sector undertaking/ autonomous bodies

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- (B) Copies of self attested documents should be submitted along with the Bid (Cover-I Technical Bid):-
- (a) Income Tax PAN No.
 - (b) GST Registration Certificate
 - (c) Document regarding experience of 03 years in providing similar services in central government/ state government/ public sector undertaking/ autonomous Bodies
 - (d) The Earnest Money Deposit of Rs 10,000/- (Rupees Ten thousand only) through a Demand draft/ FDR/ unconditional Bank Guarantee
 - (e) The tender fee of Rs.500/- through a Demand Draft
 - (f) ISO certificate (optional)
 - (g) Certificate of authorization as authorized service provider from Original Equipment Manufacturer (optional)

6. Evaluation of Bids:-

- (A) "Sealed Cover- I, Technical bid- Hiring of Power Inverters" It shall contains the EMD, tender fee & documents (a-g) and
- (B) "Sealed Cover- II, Financial bid- Hiring of Power Inverter". It shall contains only rates/price bid, the page titled "Price Bid" of the tender form with rates duly filled and with signature and seal on the page
- (C) Both the two envelopes identified by cover-I and Cover –II put inside the main envelope duly sealed "Cover- Main, Tender for Hiring of Power Inverters for L/F load of branches in the Zone: Meerut" due on 12/01/2018".
- (D) Tenders are to be addressed to the Zonal Manager, UCO Bank, Zonal Office, Krishna Plaza, C-2/6, D-Block, Ganga Nagar, Mawana Road, Meerut-250001 (U.P.) must submit/ reach the office by 5.00 PM on or before 12/01/2018.
- (E) The bid must satisfy all the terms and conditions mentioned in this documents and must be accompanied by all the requisite documents
- (F) Filling of all the columns in Techno-Commercial Bid and Price bid is compulsory
- (G) One representative of the tenderer can be present to witness the tender opening

7. Earnest Money Deposit & Tender Fee:-

The tenders should be accompanied by **EMD** of Rs 10,000/- in the form of A/C payee D.D./ F.D.R/ unconditional Bank Guarantee & **Tender fee** of Rs. 500/- (non refundable) In the form of A/C payee D.D. (separate) non refundable from any of the nationalized/ schedule banks in an acceptable form drawn in favor of UCO Bank payable at Meerut without which the tender will not be considered. The EMD will be returned to all the unsuccessful tenders after finalizing of the contract

8. Other Terms & Condition

- (A) The above work will be completed in phased manner. Firstly, we will allow to install required capacity's invertors in five branches. After two months, Zonal Office will review the performance of installed inverter, if works/ service found satisfactory then Bank will allow to install inverters in other branches in next phase as per Bank's requirements.
- (B) The Zonal Office, Meerut has the right of accepting or rejecting any or all the tenders without specifying any reason (s) thereof. The UCO bank is under no obligation to accept the lowest tender.
- (C) There is no obligation on the part of the Zonal Office, Meerut to inform the unsuccessful tenderer of the outcome of the tender process and reasons for rejection of tender.
- (D) Payment of contractual value, in appropriate proportion, shall be released every quarter (3 Months) based on the performance and service of the agency.
- (E) It shall be mandatory on firm to conduct routine checks to maintain the Inverter sets and batteries in perfect working condition and to submit the routine check reports on quarterly basis to the Zonal Office, ZO Meerut.

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- (F) The rates offered in the tender will not be enhanced during the period of contract. The rates finally approved/ accepted by the competent authority of UCO Bank shall be valid for the whole of the contract tenure and no upward revision will be allowed under any circumstances whatsoever.
- (G) Under no circumstances, shall the successful agency appoint any sub-contractors or sub-lease the contract. If it is found the contractor has violated these conditions the contract will be terminated forthwith without any notice, by the authority who has approved the award of the contract.
- (H) The Zonal Office, Meerut, UCO bank can terminate the contract, at any time without assigning any reason. In this respect, the decision of Zonal Manager Meerut will be final and binding on the contract.
- (I) The bills submitted duly signed by the Branch Managers submitted to this office for effecting payment
- (J) The arrangement of tools required for repair/ servicing of the power inverter will be responsibility of the bidder and the parts including battery to be changed for maintenance/ proper working should be original. The UCO Bank will not provide in any condition.
- (K) The intended bidders have to attach the price list of parts which are required to be changed for maintenance and proper working of power inverters.
- (L) It will be duty of the agency/ inverter vendor to have the credentials of the service technicians verified and certified.
- (M) The agency will ensure that qualified and good character technician minimum ITI or diploma holder from recognized institute or board are deputed for performance of maintenance work. In case any change in technician the details must be informed to UCO Bank authorized authority in advance.
- (N) Response time, removal of defects must be under mentioned in log book, duly maintained and signed by B.M. failing which penalty mentioned there against shall be levied against the agency (s)
- (O) The job carried out shall be the satisfaction of Zonal Office, Meerut, UCO Bank.
- (P) The Zonal Office, Meerut of UCO Bank reserve the right to review the performance wherever so desired. The Zonal Office. reserves the right to increase or decrease the quantity of branches/ power inverters or alter any terms and conditions of the tender document (s) at the time of execution of AMC/ Hiring/ rental services.
- (Q) The agency shall strictly comply with the provision of the safety code including obtaining necessary insurance cover/ policy to protect Bank's interest on account of loss to any person (s) and or property arising due to faulty installation etc. on agency's part.

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TECHNO-COMMERCIAL BID

PARTICULARS OF THE BIDDER/ AGENCY

Passport
Size Photo

1. Name of the Contractor/ firm/Contractor:
2. Address
3. Year of establishment
4. Status of firm (whether company/firm/proprietary)
5. Name of the sole proprietor/ Directors of Pvt. Ltd Co. / Partner(s)

SN	Name	Fathers Name	Designation
i)			
ii)			
iii)			
iv)			

6. Name and address of the Bankers
7. a. Income tax Permanent Account Number (PAN):
(Attach copy of the PAN card)
b. GST number (Attach copy):
8. Work experience if any
9. Any other information
10. Details of Bid security/ EMD/ Tender Fee:
 - a) Amount:
 - b) DD/ FDR/ unconditional Bank Guarantee No.
 - c) Date of issue
 - d) Name of issuing bank:

Signature with seal:

Name of the Bidder:

Address of the Bidder:

Contact No.:

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Price Bid

We hereby agree to provide the power Inverters sine wave with necessary batteries for 6 hrs back up on rent at the rate given below:

Sr. No.	Backup	Make/ Model of inverters to be installed by agency	3 Phase Power Inverter	Inverter rent per month (incl. Batteries) per unit
1.	6 Hrs		5 KVA	
2.	6 Hrs		10 KVA	

S. No.	Backup Time	Item Description	Make	AH Rating	No. of Batteries Required
1	6 Hrs	Battery for 5 KVA			
2	6 Hrs	Battery for 10 KVA			

Note:

1. The Zonal Office, Meerut reserves the right to increase decrease the quantity and capacity of power inverters
2. All the duties/ taxes are to be clearly mentioned by the agency.
3. Agency has to specify the AH rating and No. of batteries required for Inverter propose to use
4. All the terms and conditions of the tender for providing inverter including its comprehensive AMC are acceptable to me

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CERTIFICATES

We Certify that:

1. We will not leak/ disclose any information of the UCO Bank to any other institutions. Organizations
2. The rate of taxes/ duties in the tender is in accordance with the provision of the rule in all respects and the same is payable to the authorities
3. We also certify that the hiring of power inverters set offered by our firm shall be of best quality strictly in accordance with the specifications and particulars as detailed in the tender.
4. The information furnished by us in the tender are true and correct to the best of our knowledge and belief
5. We have read and understood the rules, regulations terms and conditions of tender as applicable from time to time and agree to abide by them
6. We shall not disclose any information/ data of the UCO bank to any other third party

Authorized Signatory

Name:

Designation

(Seal of the Agency)

Annexure-1

The Details of required Load approximate with Light & Fan Load, PC & Alarm listed below –

Sr. No.	Name of Branch	Approximate Load Required	Capacity of Sine wave Inverter
1	Kandhla	4.2KW	5KW
2	Aligarh	5.8KW	10KW
3	Nainital Road Bareilly	3.8KW	10KW
4	Saharanapur	3.8 KW	10KW
5	Simbaoli	2.7KW	5KW
6	Shikarpur	3.8KW	5KW
7	Bulandshahr	6.20KW	10KW
8	Muzaffaranagar	7.19KW	10KW
9	Bisharat Nagar	2.8KW	5KW
10	Ambheta	2.1KW	5KW
11	Senthal	3.1kW	5KW
12	Taharpur Bhabisa	1.86KW	5KW
13	Dhaunra	1.84KW	5KW
14	Muzaffarabad	4.4KW	5KW
15	Shahi	3.48KW	5KW
16	Jawan	2.99KW	5KW
17	Mathura	4.76KW	10KW
18	Kailashpur	2.19KW	5KW
19	Tikrol	3.39KW	5KW
20	Sultanpur	4KW	5KW
21	JAEE	4.36KW	5KW
22	Rehmatpur	1.98KW	5KW
23	Randol	2.89KW	5KW
24	Adhiyana	3KW	10KW
25	Dhaulipiyau	1.48KW	5KW
26	SMIC Aligarh	4.34KW	5KW
27	Nagar Nigam Aligarh	4.5KW	5KW
28	Kutchery Road Meerut	2.8KW	5KW
29	Vrindavan	2.97KW	5KW
30	Hapur	3.61KW	5KW
31	Dhampur	3.08KW	5KW
32	Jain Degree College	2.4KW	5KW
33	Govardhan	2.21KW	5KW
34	Bijnor	4.9KW	5KW
35	Garh Mukteshwar	4.8KW	5KW
36	Ambala Road	4.19KW	5KW
37	Shastri Nagar	4.06KW	5KW
38	Rathonda	3.08KW	5KW
39	Ahmadabad	2.77KW	5KW
40	Deoband	2.69KW	5KW

Remark:-

- The approximate quantity of Inverters to be hire/ rent is 5 KVA- 33 Nos. and 10 KVA - 07 Nos.
- The Load should be maintained in actual balanced position
- Earthing should be appropriately provided & separated from main line
- Electromagnetic forces to be minimized by use of energy efficient equipments
- The timer, auto switching better to improve the energy efficient
- Fluorescent light to be replaced by LED lightening to improved the energy efficient
- However the technician should be maintained day to day status duly signed by the Branch Manager
- No looping/ overlapping of wires allowed

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ANNEXURE-II

INVERTER

Part – I: Scope of Maintenance

1. Ensuring that Inverter is always kept in clean, healthy working condition.
2. Attending day to day routine complaints in a prompt and satisfactory manner.
3. Ensuring that no breakdown in power supply takes place and in case it happens, to take all required steps including contacting supply co. for earliest restoration.
4. Ensuring that there is output power and charging current at same type.
5. Ensuring that there is no wastage of electrical energy. Details of steps to be taken in this regard to be worked out in consultation with the Engineer-in-charge.
6. Carrying out minor additions and alterations ordered by Manager/ Branch In-charge
7. Carrying out various maintenance routines and tests as stated in Part-III
8. Maintaining registers for complaints and test results.

Part – II: Tasks to be performed within first 30 days.

Following items should be carried out within first 30 days.

1. Measurement of the resistance of Earth Stations of the System and checking of the continuity of earth conductor. Results to be recorded.
2. Inspection/ checks of Inverter shall be brought to the requirement as following:
 - (a) Any loose / improper connection (no strand cutting for making connection to be allowed).
 - (b) Improper rating of switches/ fuse
 - (c) Cleanliness.
 - (d) No voltage variation in output, beyond $\pm 1\%$ under specified input supply conditions.
 - (f) No Frequency variation beyond $50 \text{ Hz} \pm 0.5\text{Hz}$
 - (g) All indicators are in healthy condition
 - (h) All protection circuits are in working condition.
 - (i) THD shall be 5 % up to 5 KVA and 3% beyond 5 KVA (Input harmonics less than 10%)
 - (j) Efficiency shall be better than 90%
 - (k) Inverter shall withstand overload as per manufacturer's specifications.
 - (l) All metering devices are in working condition.
3. General inspection of Inverter system to identify shortcoming. Also any other relevant aspect which may come in the way of proper maintenance should be recorded in register and also brought to the notice of Manager
4. Insulation test and leakage current high voltage as per IS: 616/86

Part – III: Maintenance schedule to be followed.

Daily checks (applicable for buildings where operation is part of scope else to be carried out at the time of routine visit)

1. Check
 - (i) Any abnormal heating.
 - (ii) All protection circuits and metering devices are in healthy condition.
 - (iii) Any breakage / damage or loose connections in the equipment installed.
 - (iv) Any inflammable material like oil, broken furniture, packing etc. are stored near the installation. If fire hazardous material stored, it has to be removed immediately. If required, contact Manager GAD/ Security for suitable action.
 - (v) All indicators are in healthy condition.
2. Other Checks
 1. Testing of earthing system for earth resistance and continuity: Six Monthly or initial testing.
 2. Voltage/ Frequency variation/ THD test of System: Every Three Months after initial testing including submit the service report regarding the healthiness of system, back-up time, Specific gravity readings of battery, Voltage, VA etc.
 3. Insulation test of Inverter System: Every Year of initial testing.
 4. Efficiency test: - Every Year of initial testing.
 5. Or otherwise Periodical maintenance shall be done as per manufacturer's recommendation, whichever is earlier.
 6. Healthiness of batteries inclusive of cleaning and providing general consumable items (except replacement of batteries)

Part – IV: Materials

1. All the materials required for carrying out maintenance shall be arranged by the agency at his own cost including replacement of batteries

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