



Date: 10.10.2023

**TENDER DOCUMENT FOR**  
**1.ANNUAL MAINTENANCE CONTRACT (1 YEAR) FOR UPS.**  
**2. SUPPLY & INSTALLATION VRLA/SMF UPS BATTERIES**  
**UNDER BUY BACK SCHEME.**

Address of Issuing Office: Kerala Development and Innovation Strategic Council (K-DISC)  
4th Floor, India Heights Building, Women's College Rd,  
Vazhuthacaud, Thiruvananthapuram, Kerala 695014

Web site: <https://kdisc.kerala.gov.in>

**Kerala Development and Innovation Strategic Council (K-DISC)**

**Vazhuthacaud Thiruvananthapuram**

**Tender No: 105/2023/KDISC**

**Dated: 10.10.2023**

Sealed tenders are invited for the **Annual Maintenance Contract (1 year) for 1No 13KVA of Legrand Numeric UPS and for the supply & installation 12V 42AH VRLA/SMF (20 Nos) of batteries of the UPS, under buy back scheme**, available at KDISC HQ office for a period of one year. The tender shall contain the following details:

**TENDER NOTIFICATION**

Due Date & Time for receipt of Quotation	16.10.2023, 3 pm
Date & Time of Opening quotation	16.10.2023 4 pm
Designation & Address of officer to whom the quotation to be addressed	The Senior procurement Manager , K-DISC HQ office, Vazhuthacaud, Thiruvananthapuram
Superscription on the envelope	TENDER NOTIFICATION No. 105/2023/KDISC dated 1.10.2023 "Annual Maintenance Contract (1year) for 1No 13KVA of Legrand Numeric UPS & for supply & installation of 12V 42AH VRLA/SMF (20 Nos) Batteries".

**Part A)** Rate for providing AMC (1year) for the undermentioned makes & models of UPS

**Part B)** Rate, inclusive of all taxes, for the supply and installation of ISI certified branded battery, with warranty, with the specifications mentioned below for the undermentioned UPS. The brand name of the battery and the warranty offered for each battery shall be mentioned in the quotation.

**Part A: Annual Maintenance Contract (1year)for 1No 13KVA of Legrand Numeric UPS**

**Part B: Supply & Installation of Batteries (Replacement through Buy Back)**

<b>Sl no</b>	<b>Particulars</b>	<b>Specifications</b>
1	Battery type	SMF VRLA
2	Make / Model	Branded, ISI certified, compatible with existing UPS system
3	New Battery (Qty)	12V 42ah - 20 Nos
4	Faulty battery under Buy back (Qty)	12V 26ah - 21 Nos
5	Accessories	Connectors, wires and other accessories required for battery installation
6	New battery warranty	2yrs

**The acceptance of tender will be subject to the following conditions:**

1. K-DISC reserves the right of accepting or rejecting any or all the tender without specifying any reason(s) thereof.
2. No tender will be considered unless rates are quoted for both parts (Part A-AMC & Part B - rates for the supply & replacement of defective batteries).
3. Corrigendum if any with related to the tender will be published in K-DISC website.
4. Bidder must furnish necessary Authorization certificate from OEM & experience details in handling similar kind of works to participate in particular bid
5. The successful tenderer must repair / supply/install the products immediately after acceptance of order.
6. Withdrawal from the tender procedure after its acceptance or failure to supply/repair within a specified time will entail cancellation of the order.
7. No representation for enhancement of rates, once accepted, will be considered
8. The rates quoted should be inclusive of buy back rate, transportation, installation charges, taxes etc.
9. Payments will be made only after the supply/repairs and installation are actually verified and also subject to allotment of funds. Invoices submitted must be in the name of K-DISC HQ office, Vazhuthacaud, Thiruvananthapuram. Payment will be released on certification from concerned engineer in charge.
10. AMC will start from the date of successful installation & handing over of UPS & batteries. AMC payment will be on quarterly basis & shall be distributed between the 4th, 7th,10th and 13th month of the year upon receipt of invoice.
11. Under no circumstances, shall the successful firm sublet the contract. If it is found that the contractor has violated the conditions or the service rendered is substandard, the contract will be terminated without any notice by K-DISC.
12. Risk purchase clause: K-DISC reserves the right to terminate the contract if found unsatisfactory at any stage of work without assigning any reasons and have the right to make alternative arrangements to carry out the work at the default contractors risk.
13. In case of any dispute arising at any point of time during pre and post bidding process, the decision of K-DISC will be final and binding.
14. Bidder should go through the tender document carefully to understand the terms, conditions & documents required to be submitted as part of the bid.
15. Any complaint should be attended within four hours of registration and should be finished on the same day itself. For major complaints or for extension of time, prior permission will be required from K-DISC. Standby facility should be provided in any case if the issue is not resolved within 24 hours.
16. LD clause: An amount of Rs.250/- (Rupees Two Hundred and Fifty only) per day or part thereof up to maximum of Rs.2000/- (Rupees Two Thousand only) will be deducted from the payment due If the issue has not been rectified within a downtime of 48 hours from the date of registration of complaint.
17. The agreement will be entered into between K-DISC and with the agency, initially, for one year and may be extended at the sole discretion of K-DISC.

18. If any parts are to be replaced, it should be of the same version or a higher version of similar make and quality.
19. The agency shall have sufficient financial and manpower strength to execute, comply and maintain the work in accordance with the contract to the complete satisfaction of K-DISC.
20. In case of default on the part of the agency in carrying out any order. K-DISC shall be entitled to get the work done by any other person and the expense met will be deducted from the payment due to the AMC provider.
21. Delivery location: KDISC-KKEM office, lower basement floor (-1), Carmel Towers building, Vazhuthacaud, Thiruvananthapuram
22. Method of Selection: Least Cost System (LCS) -After evaluation of technical & financial bids, L1 bidder will be selected.
23. The successful agency will have to execute an agreement with K-DISC HQ on a Non-Judicial Stamp Paper worth Rs.200/- (Rupees two hundred only). All the terms and conditions, scope of work etc. contained in the tender document shall form part of the agreement.

**TENDER DECLARATION**

1.	Name of the firm:-		
2.	A	Full Postal Address	
	B	Cell Phone No.	
	C	Telephone No.	
	D	Fax No.	
	E	E-mail address	
3.	Name and Address of your Bankers stating the name in which the Account stands	a. Name of the bank	
		b. Name of the branch	
		c. Account Holder Name	
		d. A/C No.	
		e. IFSC Code	
4.	PAN/TAN Card Number		
5.	GST Number		
6.	Experience	1. .	
		2.	
		3.	

1. I, \_\_\_\_\_ Son/Daughter of Shri. \_\_\_\_\_  
 Proprietor/Partner/Director/Authorized Signatory of \_\_\_\_\_  
 (name of Firm/Agency) sign this declaration and execute this tender document.

2. I have carefully read and understood all the terms and conditions of the tender and hereby convey my acceptance of the same.

3. The information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/We, am/are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of may tender at any stage besides liabilities towards prosecution under appropriate law.

Date:

Signature of the tenderer: -

Place:

Full Name: -

Designation:

(Office seal of the tenderer)

**Financial bid details**

Sl no	Particulars	Qty	Unit Rate	Total Rate	GST @	Final Amount (inclusive of GST)
1	AMC (1year) for 13KVA of Legrand Numeric UPS	1 No				
2	Supply & installation 12V 42AH VRLA/SMF batteries	20 Nos				
3	12V 26AH VRLA/SMF Faulty batteries under buy back scheme	21 Nos				
	<b>Total bid amount incl GST</b>					

Date:

Signature of the tenderer: -

Place:

Full Name: -

Designation:

(Office seal of the tender)