



ALLAHABAD UP GRAMIN BANK

HEAD OFFICE

D.M. COLONY, CIVIL LINES

BANDA 210 001

TENDER DOCUMENT

FOR

**PROCUREMENT OF ONE 3X75=225 KVA SERVO VOLTAGE
STABILIZER**

IN

HEAD OFFICE,

D.M.COLONY,CIVIL LINES.

BANDA

Dated : 11/03/2013

CONTENTS

1. Notice Inviting Open Tender
2. Techno Commercial Bid – Part –A
3. Price Bid – Part B

इलाहाबाद यूपी ग्रामीण बैंक
Allahabad UP Gramin Bank

प्रधान कार्यालय डी एम कालोनी,बांदा
Head Office,D.M.Colony,Civil Lines,BANDA (U.P)
फोन 05192-220109, 221096 फैक्स: 05192-221463
Tel: 05192-220109,221096 (Fax) 05192-221463

NOTICE FOR INVITING OPEN TENDER

Sealed tenders are invited in two parts bid for the procurement of
following item in

Head Office,D.M.Colony,Civil Lines,BANDA (U.P)

Title : Procurement of one three phase 3X75=225=225 KVA Servo Voltage Stabilizer in

Head Office,D.M.Colony,Civil Lines,BANDA (U.P)

NIT NO. :

EMD : Nil

Tender Cost : Nil

Total Quantity : One

Delivery Schedule : Full quantity within 30 Days of placement of PO

DATE OF SUBMISSION & OPENING OF TENDER

Last date for submission of sealed tender at : 02/04/2013 at 1500 Hrs.

Head Office,D.M. Colony,Civil Lines-BANDA 210 001

Date of opening the Tender (Techno- commercial Bid) : 02/04/2013 at 1530 Hrs.

Venue for opening of Tender : Head Office,Banda

The hard copy of tender document may be downloaded from website of this Bank. The sealed tenders may be sent either by registered post, speed post, courier or by hand in the office of

General Manager, Head Office,D.M.Colony,Civil Lines,BANDA (U.P)

between 9.00 AM to 5.30 PM on any working day till the due date and time i.e. up to 02/04/2013 at 3:00 PM .

(S.N.Sahu)
GeneralManager

PART 'A' – TECHNO- COMMERCIAL BID

A. INSTRUCTIONS FOR TENDERER:

1. The offer shall be submitted as per the instructions of tender document. Only one set of tender document duly signed by authorized representative of tenderer and signed & stamped on each page shall be submitted as detailed further. Tenderer should note specifically that all pages of tender document, including the NIT page for this particular tender shall be submitted by them (after signing/ stamping on each page) as a part of their offer. Price shall not be mentioned by them anywhere in the techno-commercial portion of offer. Price shall be mentioned in the relevant price bid only and submitted in separate sealed envelope. In case of any clarification, bidder may contact this office.
2. No overwriting / correction in tender documents by tenderer shall be allowed. However if correction is unavoidable, the same must be signed by authorized signatory.
3. Tender must be submitted in two parts, i.e., (i) Techno-Commercial Bid along with un-price bid and (ii) Price Bid. The tenderer must submit their tenders in two separate sealed envelopes prominently super scribed as Part – A “Techno- commercial bid” and Part-B “Price Bid, & due date on each of the envelope. These two separate envelopes shall together be kept in third envelope super scribed with due date of opening.
4. Techno-commercial bid should contain all the documents like, signed tender document having Instructions for tenderer, Pre-qualifying requirement, technical specifications, General terms & conditions, un-price bid, all the annexure duly filled & signed by the tenderer.
5. Price Bid should contain only the “Part-B, Price Bid Format” after quoting the rates as specified in the price bid format.
6. Rates must be quoted in figures as well as in words.
7. On the date of opening of tender, only Techno-Commercial Bid shall be opened.
8. Opening of Price bids will be done for the offers of only those tenderers, whose bids are found technically acceptable.
9. Tender documents are also available on BANK web site i.e. www.allahabadgraminbank.in and the same can be downloaded and used as tender document for submission of bids.
10. BANK reserves the right to accept or reject any or all offers without assigning any reason thereof. Also BANK shall not entertain any correspondence from bidders in this matter.
11. In case any typing error/other clerical errors is noticed by the tenderer, in the tender documents, the same must be pointed out and got clarified before submission of offer, or else, BANK’ s interpretation shall prevail & shall be binding on the tenderer.
12. Any queries regarding this tender may be clarified from Sr. Manager (Property), on Mobil No. - 08052302901 / e-mail : prop.augb@gmail.com
13. Techno-commercial bids will be opened on the due date and time as mentioned above, in the presence of tenderers or their representatives who would like to be present.
14. The tenderers or their representative may attend the opening of both the Bids (Part A & B).

B. PRE- QUALIFYING REQUIREMENT:

Each tender shall be accompanied by the following information/ documents with sufficient details to enable the purchaser to make an appraisal of the quality and suitability of the material offered.

1. The offers received from **manufacturers or their authorized distributors** shall only be considered. In case of authorized distributor of a manufacturer, the bidder shall submit a certificate issued from the manufacturer to certify that the bidder is an authorized distributor of the manufacturer.
2. Acceptance to supply the materials as per the technical specifications and the terms of tender by signing the full tender document.
3. Bidder should have VAT & TIN No. The copy of certificates in proof of same must be submitted.
4. Bidder shall specify manufacturer's name, trademark, brand name and furnish illustrative leaflets, brochures, catalogues etc. giving technical particulars.
5. Type test certificates and results as per IS:9815 of latest revision for the SERVO-MOTOR OPERATED AUTOMATIC LINE VOLTAGE CORRECTORS offered. The type test certificate shall be from a Govt. recognized laboratory or from the tenderer's own laboratory.
6. Un-Price Bid duly signed & stamped as enclosed at Annexure-I
7. Declaration certificate as enclosed at annexure-II
8. No deviation certificate as enclosed at annexure-III
9. Bidders details as per Annexure-IV

C. TECHNICAL SPECIFICATIONS:

The Servo Voltage Stabilizers shall be as per following technical specification.

1. The Oil Cooled Servo Motor Operated LVC should be supplied with first filling of transformer oil.
2. The Servo Motor Operated LVC shall be provided with over voltage and under voltage Cut-off on output side. This system output shall cut off if output voltage falls below 210 +/-3 volts or goes above 260+/-3 volts. Similarly the corresponding cut in voltage shall be 215 +/-3 volts and 250 +/-3 volts.
3. The output side shall be provided with MCCB of suitable rating. MCCB, shall be of reputed make like Siemens, HPL Socomec, Havells, Andrew Yule, ABB, Allen Bradley, Shneider, Hundai .
4. Supplier shall furnish TTC for highest and lowest rating of Servo Motor Operated Line Voltage Corrector of oil cooled type at the time of registration. The rating falling in between shall be deemed to have been type tested for the purpose of registration only. However, supplier shall furnish TTC for each rating at the time of first Inspection.
5. **Product registered with DGS&D for input phase voltage range 120-280 volts voltage range & Firm having ISO 9001-2009 will be preferred.**
6. Type Testing shall be conducted at Government Laboratory only.
7. While conducting damp heat cycle test (type tests), it will be sufficient to subject only the control system to damp heat cycle test The control system will then be fitted on the unit and the whole unit shall be subjected to all Acceptance Tests as per conditions mentioned in Clause 11.15 of IS: 9815(Part-1)/1994(Reaffirmed 2004).
8. Servo motors, auto transformer, MCB, MCCB & meters etc fitted should be of reputed make and meters should be of accuracy class-1.5. Firm should furnish the compliance certificate of the same at the time of inspection.
9. All the components used in the assembly of line voltage correctors shall conform to applicable/ relevant IS specification.
10. Tenderers shall indicate make and specification of main components in their offer.
11. Servo motor operated line voltage corrector is a safety /difficult item. As such firm registered with NSIC is required to get their capacity assessment report from the concerned DQA and their registration shall be based on this. Specification: Servo motor operated automatic line voltage correctors (LVC) copper wound indoor type, continuous duty, conforming to IS: 9815(Pt.1)/1994(Reaffirmed 2004) suitable for phase voltage of 120-280 volts. Three phase line voltage correctors shall comprise of three single phase line voltage correctors conforming to IS-9815 (Pt.1)/1994(Reaffirmed 2004), connected in star and enclosed in a single enclosure with common control panel and shall be suitable for unbalance input voltage. Rated output voltage shall be 240V for single phase LVC and 415V for three phase LVC respectively. **Suitable for unbalance input voltage.** Rated output voltage shall be 240V.
12. Step less Voltage correction and high speed without over shoot/ hunting.
13. Push Button to raise / lower output voltages.
14. Easily replaceable plug in circuit card.
15. Potentiometer to adjust output voltage of phase on Front Panel.
16. Burn Proof/ Brush A.C. synchronous motor for greater reliability and longer life.
17. Online serviceability with inter changeable plug-in Control Card.
18. High accuracy, No load to full load.
19. High performance integrated circuit based, control system.
20. Mains on indication on front panel.

21. Stabilizer must be fitted with Silica gel Breather, Earthing terminals, Lifting lugs, Drain Valve, Oil Level Indicator, Rating Plate Thermometer, Conservator and Explosion Vent.

22. Other features as per following table:

S.No.	Features	Minimum Requirements
1	CAPACITY	3X75=225 KVA
2	INSTRUMENT TYPE	Indoor Floor Mounting
3	TYPE OF COOLING	Oil Cooled
4	INPUT	300 V-500 V, 3 Phase, 4 Wire AC
5	OUTPUT	415V \pm 1%, 3 Phase, 4 Wire AC
6	OUTPUT VOLTAGE REGULATION	\pm 1 % from no load to full load
7	SUPPLY FREQUENCY	50Hz \pm 1%
8	INSULATION RESISTANCE	6 megohms or higher measured at 500 V at room temperature not exceeding 55 ⁰ C.
9	PROTECTION	1. Under Voltage/ Over Voltage cutoff 2. Time delay & Single phasing 3. Overload cutoff through MCCB
10	WAVEFORM DISTORTION	None
11	EFFICIENCY	Better than 98% on full load
12	OPERATION	Automatic
13	SPEED OF CORRECTION	> than 20 V/ Sec
14	PERFORMANCE	Free from HUNTING during operation
15	METERING	Should have digital AC voltmeter with selector switch to indicate input/ output voltages.
16	TYPE OF LOAD	Unbalanced
17	CONFORMANCE	Servo Stabilizer should fully conform to latest version of IS:9815 Standard
18	AMBIENT TEMPERATURE	0 ⁰ to 55 ⁰ C
19	OVERLOAD CAPACITY	120% for 25 minutes with no performance deterioration and no long terms effects

D. GENERAL TERMS AND CONDITIONS:

1. The due date of opening must be legibly super scribed on the envelopes.
2. BANK takes no responsibility for any delay/ loss of documents or correspondences sent by courier/ post.
3. The quoted rate should be inclusive of all taxes, duties and F.O.R. BANK Head Office,D.M. Colony Civil Lines, Banda(U.P.)
4. Late tenders or delayed Tenders (received after Due Date & time) will be rejected.
5. Price quoted shall be valid for **90 days** from the date of opening of techno-commercial bid.
6. Price shall be quoted as per enclosed “Price Format only. Quotations not filled in Price Format” are likely to be rejected.
7. The rate should be indicated both in words and figures. All entries in the Tenders must be written in ink or typewritten. Over-writing should be avoided. Corrections, if any, should be attested with signature by the bidder.
8. **EVALUATION CRITERIA:** The criteria of evaluation of techno-commercial bids will be on the basis of documents submitted by the bidders. The Price Bids of techno-commercially qualified offers shall only be opened. Date of opening of sealed Price Bid will be intimated, by post or e-mail separately to the Tenderers who qualify in the Techno-Commercial bid. The decision of BANK will be final in this regard. After opening of Price Bid, the order will be placed on over all L-1 bidder. Evaluation of bid will be done on total cost to “BANK.”
9. Breakup details of taxes, duties and other applicable charges for F.O.R. destination delivery should be mentioned specifically in the price bid, failing which the bidder will not be liable for payment of the same.
10. Price quoted should be inclusive of all the applicable charges, taxes and duties. However rates of Sale Tax/ VAT, Excise Duty and other statutory levies should be indicated separately. Variation in Excise Duty, Sale Tax/ VAT or any other statutory levies during contractual delivery period shall be to BANK’ s account.
11. Quoted rates shall remain firm during the supply period except for variation in duties/ taxes as mentioned at Sl. No.-10 above. No price variation and escalation due to increase in labour / material cost will be allowed.
12. BANK shall issue road permit on request of the party against the Performa Invoice submitted by the party. The party should demand Road Permit well in advance of due date of delivery. No excuse for delay in delivery due to Road Permit shall be entertained.
13. **METRIC SYSTEM:** Supplier is requested to indicate metric system of measurements in all documents.
14. If any information/documents submitted by the contractor are found false/fake at any stage, the tender will be cancelled.

15. **CORRECTION OF ARITHMETIC ERRORS:** Provided that the bid is substantially responsive, BANK shall correct arithmetical errors on the following basis:
- a) If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected.
 - b) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail.
 - c) In case, total price indicated in price bid does not match with the total of item wise breakup, the highest price so calculated shall be considered for evaluation but in case of order, the same shall be placed at the lowest price.
 - d) If any bidder does not accept the correction of errors, their bids will be disqualified.
16. **DELIVERY SCHEDULE:** Supply & installation of full quantity shall be made within 30 days of placement of PO.
17. The party will supply the circuit diagram, operation manual and the list of spare parts along with the delivery of item.
18. **PACKING AND MARKING:** The vendor shall arrange for secure and protective packing of goods suitable for tropical conditions to avoid any loss, damage etc. during transit and handling. The packing standards will comply with relevant national standards/ carrier' s conditions of packing or established practice. If any damage is sustained and the carrier or underwriter attributes it to improper packing, the seller shall be liable to replace the material. The package(s) will have following markings in bold letters or stenciled:

Name & Address of Consignee, Dimension of Package, Weight Details

19. **RATING PLATE:** Each item shall be provided with a rating plate of weather- proof material fitted in a visible position. The entries on the rating plate shall be indelibly marked (for example, by etching, engraving or stamping). The information to be given on the rating plate shall be as under:
- a) Type of line voltage corrector, namely, servo-motor operated
 - b) Manufacturer' s name
 - c) Manufacturer' s serial number
 - d) Number of phases
 - e) Year of manufacture
 - f) Rated KVA
 - g) Rated frequency
 - h) Rated input voltage range
 - i) Rated output voltage range
 - j) Rated output current

- k) Type of cooling
- l) Class of insulation, etc.
20. **LOADING & UN-LOADING:** The loading & unloading of the items shall be in the scope of vendor.
21. **INSURANCE:** The vendor will insure the items for all transit risks up to supply of the item at the final destination at its own cost.
22. **INSPECTION:** The inspection of Stabilizers will be carried out at the destination/ by the BANK inspecting Officer.
23. **REJECTION:** On inspection, if the material or workmanship is not found as per the specification or any item of any unit is found damaged the same shall be rejected. In case of rejection of materials, no payment will be made for the full unit. It will be the responsibility of vendor to dispose off the rejected items at its own cost from BANK"s works within one month after rejection of item. After the expiry of one month no claim/ correspondence will be entertain for the rejected items.
24. **GUARANTEE CERTIFICATE:** The material shall be guaranteed for design, material and workmanship and also for performance. The period of performance guarantee shall be 12 months or as offered by the manufacturer whichever is higher. The performance guarantee means free servicing and replacement of all faulty parts etc. The vendor shall submit a guarantee certificate for the same.
25. **TEST CERTIFICATES:** The materials shall be supplied as per the type Test Certificate submitted by the vendor. Necessary test certificate shall be submitted with delivery of items. BANK shall reserve the rights to test the items supplied by vendor to check the test results
26. **TERMS OF PAYMENT:** Payment will normally be made by NEFT/ RTGS within 15 days of receipt of item & the invoice. All payment will be subject to deduction of taxes at source as per applicable rules. No advance payment shall be made by BANK. **The party will submit the bank details along with the cancelled cheque for NEFT/RTGS.**
27. **L.D. FOR DELAY IN SUPPLY:** In case the full or part quantity is not supplied as per the delivery schedule, a penalty of 1/2% of value per week of delay subject to maximum of 10% of the total order value will be deducted as L.D. However the extension of time for supply of item may be granted by BANK where delay is not attributable to the vendor.
28. **RISK PURCHASE:** In the event the supplier has failed to deliver or dispatch whole of the materials or any part within the time stipulated or if the same were not available in his stock, the best and the nearest available substitute thereof may be purchased/arranged by BANK from elsewhere at the risk and the cost of the vendor. The purchaser at his option will be entitled to terminate the contract and vendor shall be liable for any loss which the BANK may sustain by reason of such risk purchases.
29. **RECOVERY FROM THE VENDOR:** Whenever under the contract, any sum of money shall be recoverable from or payable by the vendor, the same may be deducted from any sum then due or which at any time thereafter may become due to the contractor under the contract or under any other contract with BANK or from his security deposit, or he shall pay the claim on demand without any terms & conditions.
30. **POST TECHNICAL AUDIT OF SUPPLY AND BILLS:** BANK reserves the right to carry out a post payment audit and technical examination of the supply and the bills including all supporting vouchers, abstracts etc. and to enforce recovery of any sums becoming due as a

result thereof in the manner provided into the proceeding sub-paragraph provided however, that no such recovery shall be enforced after three years of passing the bill.

31. **ARBITRATION / CONCILIATION:** In the event of any dispute arising between the parties hereafter referred as BANK and contractor in respect of or connected with this contract, General terms & conditions of tender, then the same shall be referred to Arbitration and arbitrator will be nominated by the Head of Administration of BANK Head Office, Banda, whose decision shall be final and binding on both the parties. However, any differences or doubt pertaining to meaning/ interpretation of any phrase word used in terms or in the schedule of services, their nature and manner of rendering of such services shall be the excepted matter and be referred to the Head of Administration of BANK Head Office, Banda, whose decision shall be the final and binding. The provisions of Arbitration and Conciliation Act, 1996 or any statutory modification and re-enactment thereof will apply to such arbitration provided however, in all matters the venue of proceedings will be Banda and only Banda or appropriate Courts will have jurisdiction over the same.

UN- PRICE BID

Title : Procurement of One 3X75=225 KVA Servo Voltage Stabilizer in BANK
 Head Office,D.M.Colony,Civil Lines-Banda
Enquiry :Dated: 11/03/2013

SL. No.	Description of Material	Qty/ Nos	Rate in Figure (Rs)	Rate in Words (Rs)	Amount (Rs)
	Procurement of 3X75=225 KVA, Unbalanced Type Servo Voltage Stabilizers as per the technical specifications given in the tender document.	01 No.	XXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXX
	Charges for installation at the location as per the direction of engineer-in-charge & commissioning	01 No.	XXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXX
	Total Price (Rs)				
	E.D. (.....% on Ex Works) (Rs)				
	CST/ VAT (.....%) (Rs)				
	Any other tax like Statutory Duty/ Toll Tax/ State Entry Tax,/Levies/ Octroi (.....) (Rs)				
	Freight/ Cartage (Rs)				
	Gross Total Price (Rs)				
	Total in Words: RupeesXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX				

Note:

- 1) Bidders are required to quote all the applicable charges **OR** clearly mention **N.A.** against the items which are not applicable.
- 2) For the charges quoted in percentage, bidder must specify the price component on which it is chargeable.
- 3) In case, gross total price indicated in above price bid does not match with the total of item wise breakup, the highest price so calculated shall be considered for evaluation but in case of order, the same shall be placed at the lowest price.

(Engineer-in-charge)

(Signature & seal of the bidder)

DECLARATION

I / We hereby declare that no case is pending with the police/ court against the bidder/ firm/ company (Agency). Also I/We have not been suspended / blacklisted by any PSU / Government Department / Financial Institution / Court etc.

(Signature & seal of the bidder)

Place:

Date:

HEAD OFFICE: CIVIL LINES: BANDA

No Deviation Certificate

Notwithstanding anything mentioned in our bid, we hereby accept all the terms and conditions of this tender. We hereby undertake and confirm that we have understood the specifications properly and shall be supplied the material mentioned in this tender enquiry.

(Signature & seal of the bidder)

BIDDER'S DETAILS

Name of the Supplier/Party/ Firm	
Name of Authorized Representative	
Mailing Address	
Phone/ Landline Nos.	
Mobile Nos.	
Fax No.	
E-Mail Address	
Web Site Address (If Any)	
Bank details for payment through NEFT/RTGS	Name of Bank: Branch: Account No.: IFSC No.: MICR No.:

Note: Submit a canceled cheque for verification of above bank details.

(Signature & seal of the contractor)