

# UNION BANK OF INDIA

## REQUEST FOR PROPOSAL (RFP)

**RATE CONTRACT FOR SUPPLY OF 12 volt SMF Batteries  
(65/75/100/120/150 AH)**

**FOR**

**OFFICE/BRANCHES/ATMs UNDER REGIONAL OFFICE, AGRA**

**Start Date: 06.05.2022**

**End Date: 26.05.2022 at 03.00 PM**

**Opening of technical bid: 26.05.2022 at 03.30PM**

**EMD Amount of Rs. 25000.00**

**Tender Document Cost: Rs. 500.00**



## **ACCEPTANCE OF TERMS AND CONDITIONS**

**(Letter to the bank on the vendor's letterhead)**

**To**

The Regional Head,  
Union Bank of India  
Regional Office, Agra  
13- M.G. Road, Opposite  
D.M. Compound, Agra  
Uttar Pradesh - 282001

**Dear Sir,**

### **Sub: RFP for supply of 12volts SMF batteries**

With reference to the above RFP, having examined and understood the instructions, terms and conditions forming part of the RFP, we hereby enclose our offer for the supply of the equipment as detailed in your above referred RFP.

We further confirm that the offer is in conformity with the terms and conditions as mentioned in the RFP and all required information as per Annexure. I, II, III.

If our offer is accepted, we undertake to supply, test, install and maintain the batteries during the warranty period.

We enclose all documents as per the check list.

We also confirm that the offer shall remain valid for 6 months from the date of the offer.

We hereby undertake that manufacturing date of the battery would not be older than three months.

We confirm that we have not been blacklisted by any Government Department or Public Sector Undertaking or any Scheduled Bank as on date of submission of bid.

We understand that the Bank is not bound to accept the offer either in part or in full and that the Bank has right to reject the offer in full or in part without assigning any reasons whatsoever.

We also understand that in case any discrepancy is found in the information submitted by us, our application is liable to be rejected.

Date:

Place:

**Authorized Signatories  
(Name & Designation, seal of the firm)**



## ANNEXURE I

### Pre Qualification:

The minimum qualification criteria for the bidders are as under:

Sr. No.	Pre Qualification Criterion	Compliance (Yes/ No)	Details of Proof Attached (Yes/No)
1.	Vendor should submit dealership authorization letter which should be valid till contract period i.e. date 30.11.2022.		
2.	Profit making Company /firm for last three years  Profit for the Year 2019-20 Profit for the Year 2020-21 Profit for the Year 2021-22		
3.	Vendor must be currently an empanelled vendor of at least one public sector bank (Enclose the copy of vendor empanelment).		
4.	Having Supplied SMF batteries to at least Two Public Sector Banks during last Six Months.		
5.	Vendor should have an office & support footprints in Agra, Aligarh, Etah, Etawah, Firozabad, Hathras, Kasganj, Mainpuri & Mathura.		
6.	Vendor Should have not been blacklisted by any Govt. Department or Public Sector Undertaking as on date of submission of bid.		

Date:

Place:

Authorized Signatories  
(Name & Designation, seal of the firm)



**ANNEXURE II****Technical Specification:**

Our Specification	Your Offer	Complied/Not Complied	Remarks
Exide/Amron Quanta /Panasonic/Rocket -12 Volts			
SMF Batteries			
65 AH			
75 AH			
100 AH			
120 AH			
150 AH			

**SPECIFICATIONS OF BATTERIES:**

Exide/ Amron Quanta / Panasonic / Rocket - 12 volts 65/75/100/120/150 AH SMF batteries



**ANNEXURE III****Commercial Offer:**

<b>Exide/Amron Quanta/Panasonic/Rocket - 12 Volt SMF (in case Buyback of SMF Batteries)</b>					
	65 AH	75 AH	100 AH	120 AH	150 AH
SMF Battery Price(Incl. of all taxes)(A)					
SMF Buy Back Price (Incl. of all taxes)(B)					
Final Price after SMF buy back (C)=(A-B)					

<b>Exide/Amron Quanta/Panasonic/Rocket - 12 Volt SMF (in case Buyback of Tubular Batteries)</b>					
	65 AH	75 AH	100 AH	120 AH	150 AH
SMF Battery Price(Incl. of all taxes)(A)					
Tubular Buy Back Price(Incl. of all taxes)(B)					
Final Price after Tubular buy back (C)=(A-B)					

**Note:**

1. Battery cost quoted should be inclusive of all taxes and charges.
2. Buy back price quoted will be considered for deciding L1 vendor.
3. Battery cost should be quoted with 3 years warranty.

Date:

Place:

**Authorized Signatories**

(Name &amp; Designation, seal of the firm)



### CHECK LIST

List of enclosures to be submitted with the tender:

1. Authorization Letter/ Dealership Letter.
2. Demand Draft or Bank Guarantee of EMD Amount.
3. Demand Draft of Tender Document Cost.
4. Covering Letter: acceptance of terms & condition.
5. Pre-Qualification Criterion Fulfillment as per Annexure-I.
6. Price Schedule / Commercial Offer as per Annexure III.
7. Proof of having Supplied SMF Batteries to at least Two Public Sector Banks during last Six Months.
8. Audited Financial Statements for last Three years clearly indicating sales turnover and profit.
9. Copy of Company Registration Certificate, if applicable.
10. Copy of PAN Card, Sales tax and Service Tax Registration Certificate.
11. Relevant Product Brochure / Leaflets.
12. Declaration on letter head that we have not been blacklisted by any Govt. Department or Public Sector Undertaking as on date of submission of bid.
13. Address of office, support centre, contact person name & number in Agra, Aligarh, Etah, Etawah, Firozabad, Hathras, Kasganj, Mainpuri & Mathura.

Any other documents in support of eligibility criterion, wherever required as mentioned in this RFP.



### **Terms & Conditions:**

1. The quotations should be submitted in two separate sealed covers super scribed as "Technical" and "Commercial" addressed to The Regional Head, Union Bank of India, Regional Office, Agra, 13- M.G. Road, Opposite, D.M. Compound, Agra, Uttar Pradesh - 282001. Bids will be opened on same day i.e. 26.05.2022 at 03.30PM. Kindly send your representative at the time of opening of tender. Mark "Quotation for the supply of Batteries under Rate Contract System" on the top of envelopes. Commercial bid should be prepared strictly as per attached format only. It may be noted that bank reserves its right to accept or reject the offer without assigning any reason whatsoever.
2. Scope of Work: Geographical jurisdiction of Agra, Aligarh, Etah, Etawah, Firozabad, Hathras, Kasganj, Mainpuri & Mathura. Vendor will have to supply the batteries in all these areas.
3. Delivery Period: Within a week from order placement date. Any delay beyond stipulated time will attract a penalty of Rs. 300 per day.
4. Warranty Period:
  - a. Minimum 3 Years from the date of installation. If any number of batteries gone faulty with in warranty period, replacement must be done within 24 hours. The Batteries will also be guaranteed against manufacturing defects, faulty design, use of defective materials, poor workmanship.
  - b. Manufacturing date of the battery should not be older than three months.
  - c. Month of Manufacture should be explicitly mentioned on the battery.
5. Payment Terms:
  - a. No advance payment will be made against purchase order of the battery.
  - b. 90% of the Payment will be made after successful delivery & installation. The payment will be made on submission of delivery challans, warranty card and Invoices.
  - c. 10% of order value will be paid after completion of 3 years warranty or against submission of a performance Bank Guarantee (BG) for the said amount and valid till warranty period.
6. Battery cost quoted should be inclusive of all taxes and charges.
7. Buy back price quoted will be considered for deciding L1 vendor.
8. Bidder will submit the Tender Document Cost of Rs.500/- in form of Demand Draft in favor of Union Bank of India payable at Agra. Tender Document Cost should be enclosed with technical bid.



9. Bidder will submit the bid of Rs.25, 000/- in form of Demand Draft/ Bank Guarantee (Valid for 90 Days) in favor of Union Bank of India payable at Agra. EMD should be enclosed with technical bid. Format for Bank Guarantee is enclosed.
  - a. No interest will be paid on the EMD amount.
  - b. EMD will be forfeited if bidders withdraw their offer.
  - c. EMD of unsuccessful bidder will be refunded after the bid process and for successful bidder EMD refund will be done after issuance of rate contract letter to the vendor.
10. If Supplied batteries shall not be placed properly in exiting RACK of branches/offices or if there will be any mismatch in size of battery & RACK then vendor has to provide new RACK at their own cost without any additional cost to the Bank.
11. Bank reserves the right to give old batteries in buyback or may give the same to any other buyback vendor.
12. Number of batteries required will depends on branch requirement.
13. The rates quoted will be applicable for six months from the date of award of rate contract letter. No increase whatsoever shall be permitted during the contract period; however any decrease in cost must be informed to the Bank.
14. The Bank reserves the right to reject any or all sealed quotation received without assignment of any reasons thereof.
15. Order Cancellation:
  - a. The Bank, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Supplier, may terminate this contract in whole or in part. If the Supplier fails to deliver any or all of the Goods within the period(s) specified in the Contract, or within any extension thereof granted by the Purchaser. In the event of delay in delivery.
  - b. In the event the Bank terminates the Contract in whole or in part, the Bank may procure, upon such terms and in such manner, as it deems appropriate, Goods or Services similar to those undelivered and the Supplier shall be liable to the Bank for any excess costs for such similar Goods or Services. However, the Supplier shall continue performance of the Contract to the extent not terminated.
16. Others: The vendor shall provide effective after sales service during the warranty and post warranty period such that at no time the functioning of the system attached to the UPS/ Batteries is hindered for more than two hours. This will include regular checkup of batteries.
17. In case of any query please contact:

Shri Nitish Kumar Singh, Senior Manager, Mb. 8288886686





Shri Amit Kumar Ranu, Manager, Mb: 9818599721

Email: rcc.agra@unionbankofindia.bank

Last date of query is 20.05.2022.

**Format of Bank Guarantee**

To

The Regional Head  
Union Bank of India  
Regional Office, Agra  
13- M.G. Road, Opposite  
D.M. Compound, Agra  
Uttar Pradesh - 282001

Dear Sir,

In response to your invitation to respond to your RFP for Supply of \_\_\_\_\_ M/s \_\_\_\_\_ having their registered office at \_\_\_\_\_ (hereinafter called the 'Vendor') wish to respond to the said Request for Proposal (RFP) for self and other associated vendors and submit the proposal for the supply, installation, of Batteries as per terms and conditions listed in the RFP document.

Whereas the 'Vendor' has submitted the proposal in response to RFP, we, the \_\_\_\_\_ Bank having our head office \_\_\_\_\_ hereby irrevocably guarantee an amount of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) as earnest money deposit as required to be submitted by the 'Vendor' as a condition for participation in the said process of RFP.

The earnest money deposit for which this guarantee is given is liable to be enforced/ invoked:

- 1) If the Vendor withdraws his proposal during the period of the proposal validity; or
- 2) If the Vendor, having been notified of the acceptance of its proposal by the Bank during the period of the validity of the proposal fails or refuses to enter into the contract in accordance with the Terms and Conditions of the RFP or the terms and conditions mutually agreed subsequently.

We undertake to pay immediately on demand to Union Bank of India, the said amount of Rupees \_\_\_\_\_ only without any reservation, protest, demur, or recourse. The said guarantee is liable to be invoked/ enforced on the happening of the contingencies as mentioned above and also in the RFP document and we shall pay the amount on any Demand made by Union Bank of India which shall be conclusive and binding on us irrespective of any dispute or difference raised by the vendor.

Notwithstanding anything contained herein:

Our liability under this Bank guarantee shall not exceed Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only).

This Bank guarantee will be valid upto \_\_\_\_\_ days; and

We are liable to pay the guarantee amount or any part thereof under this Bank guarantee only upon service of a written claim or demand by you on or before \_\_\_\_\_.

In witness whereof the Bank, through the authorized officer has sets its hand and stamp on this \_\_\_\_\_ day of \_\_\_\_\_ at \_\_\_\_\_.

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