



UNION BANK OF INDIA

REQUEST FOR PROPOSAL (RFP)

RATE CONTRACT OF VENDORS FOR SUPPLY, INSTALLATION
AND MAINTENANCE OF EXIDE/AMARON QUANTA MAKE 12V
100AH SMF BATTERIES

IN

OFFICES/ BRANCHES/ATMs UNDER

BAREILLY REGION

UNION BANK OF INDIA



Union Bank of India - RFP for Rate Contract of Vendors for Exide/ Amaron Quanta Make 12V 100AH SMF batteries

BID Submission Details

Bid Details	Rate Contract for Procurement of Exide / Amaron Quanta Make 12V 100AH SMF Batteries for various branches, offices and ATM sites of Union Bank of India under Bareilly Region (Districts Covered- Bareilly , Pilibhit , Rampur, Shahjahanpur, Hardoi, Sambhal, Farrukhabad, Lakhimpur, Budaun and Sitapur) and buy back of SMF/Tubular Batteries
Start date and time	31-05-2022 10.00 AM
Last date & time for seeking clarification from us on the terms & conditions of the RFP	06-06-2022 4:00 PM
Last date & time for Receipt Of BID Document	24-06-2022, 3:00 PM
Date and Time of BID Opening	26-06-2022, 3:00 PM
Place of Opening of BID	Union Bank Of India, Regional Office Bareilly, Old Passport Office Building 1st Floor ,Priyadarshini Nagar ,Regional Office Bareilly PIN -243001 E-mail : pnd.bareilly@union bank of india.bank
Address for communication	Same as above
Security Deposit/ EMD	Rs 1,00,000.00 in form of Demand Draft in favour of Union Bank of India, Regional Office, Bareilly payable at Bareilly



Cost of Document	Rs. 500.00 in form of Demand Draft in favour of Union Bank of India, Regional Office, Bareilly payable at Bareilly
Items Required	65AH/100AH Exide/ Amaron Quanta Make SMF Battery with or without Buyback Of old batteries (old batteries can be tubular or SMF) with 3 years warranty
Contact to Bidders	<p>Interested participants are requested to send the email to <u>pnd.bareilly@unionbankofindia.bank</u></p> <p>Containing following information, so that in case of any clarification same may be issued to them.</p> <p>Name of Company, Contact Person, Mailing address with Pin Code, Telephone No., Fax No., Email Address, Mobile No. etc.</p>

1. Title of Proposal

- 1.1. Rate Contract for Procurement of Exide/Amaron Quanta Make 12V 65/100 AH SMF Batteries with/without buy back for various branches, offices and ATM sites of Union Bank of India in Uttar Pradesh State (Bareilly Region).

2. Objective of the Proposal

- 2.1 Rate Contract of Vendors for Procurement of SMF Batteries of specified capacity and configuration for the branches /offices/ATM sites of Union Bank of India in Bareilly Region.

3. Scope of Work

3.1 Bank will float Tender for rate contract valid upto 2 years from date of issue of Work Order for Supply (with or without buyback of old batteries) and installation of 12V-65AH/100AH SMF batteries with 3 years warranty and make UPS system operational on the new battery bank. Selected L1 vendor would be required to supply, install and maintain the SMF batteries as per terms of RFP. SMF batteries are to be under **warranty for THREE (3) years**.

3.2 Providing service and onsite support during warranty period without any extra cost to the Bank.

4. Eligibility Criteria

- 4.1. The Original Equipment Manufacturer (OEM) of batteries or their authorized representatives/vendors are eligible to participate in the tender. In case of authorized representatives, they must submit dealer certificate/sale certificate/distribution certificate or authorization letter from OEM to supply batteries.



4.2. The bidder must have supplied 200 numbers of SMF (minimum 12 V -65AH/100AH) batteries as a part of UPS system for Branches/Offices during the last three years. A proof to this effect must be attached with the technical offer.

4.3. The annual turnover of the bidder from battery business should be more than Rs. 10.00 Lac yearly, during last 3 years.

4.4. Vendor must comply with the above mentioned criteria. Non -compliance of the criteria will entail rejection of the offer. Relevant documents / certificate (recent) should be submitted as proof in support of the claims made for the above mentioned criteria. The Bank reserves the right to verify /evaluate the claims made by the vendor independently. Any misrepresentation will entail rejection of the offer.

4.5. The companies or firms, bidding for the above tender, should have not been blacklisted by any of Government Authority or Public Sector Undertaking (PSUs) due to lack of support/services, poor Hardware quality and malpractices. The bidder shall give an undertaking (on their letter head) that they have not been black listed by any of the Govt. Authority or PSUs as on date of submission of the tender, otherwise their bid will not be considered.

4.6. The company or firm must have ISO 9001 Certification.

5. Rate Contract Procedure

5.1. The Rate contract will be done with L1 vendor. Rate Contract of Batteries is only for Bareilly Region in Uttar Pradesh state (covering 10 Districts Namely - Bareilly , Pilibhit , Rampur, Shahjahanpur, Hardoi, Sambhal, Farrukhabad, Lakhimpur, Budaun and Sitapur.

5.2. Rate Contract will be valid for Two Years or till the completion of next Rate Contract process, whichever is earlier.

6. Quality Standards

Union bank of India is looking for well-proven branded products. The product offered should not be more than 3 months old from the date of manufacture mentioned on the batteries. The products quoted should be associated with specific model names.

7. Coordination with the UPS Vendor for Installation:

The battery vendor should install the battery bank properly in coordination with the UPS vendor to ensure proper installation.

8. Type of Bidding



The offer will be in two parts, Technical & Commercial. Both the parts must be submitted at the same time but in separate sealed covers, giving full particulars, addressed to the **The Regional Head, Union Bank Of India, Old Passport Office Building, 1st Floor, Priyadarshini Nagar, Bareilly PIN -243005** and duly super-scribed "Technical Offer for Rate Contract for SMF Batteries" and "Commercial Offer for Rate Contract for SMF Batteries". These covers should also indicate name and address of the bidder submitting the offers. The offers should either be hand delivered or dropped in the Tender box at the given address on or before 24-06-2022, 3:00 PM.

9. Technical Offer (TO)

The Technical offer (TO) should be complete in all respects and contain all information asked for in this document. It should not contain any price information. However, TO should confirm that all required rates have been quoted in Commercial Offer (CO), without showing the actual amounts in the TO.

It is mandatory to submit the technical details in the prescribed pro-forma (Annexure-B) duly filled in, along with your offer. The Bank, at its discretion, may not evaluate a TO in case of non- submission or partial submission of technical details.

The TO must be submitted in an organized and structured manner. No brochures/leaflets etc. should be submitted in loose form.

The TO should comprise of following:

1. Covering letter on the prescribed format as per Annexure-A.
2. Compliance to Technical Specifications given in Annexure-B.
3. Photocopy of complete commercial offer (Annexure C) without indicating the prices.
4. Vendor information as per annexure -D.
5. List of Vendor's major customers as per annexure -E.
6. Details of Service Centers as per annexure -F.
7. Documentation (Product Brochures, leaflets, manuals etc.), if any, filed separately.
8. In case of Authorized business partner of OEM (SMF batteries), letter of authorization from OEM should be attached.

All the annexure and unpriced bill of material should be submitted duly signed with seal of the company.

10. Commercial Offer (CO)

The Commercial Offer (CO) will give all relevant price information and will quote prices only in Indian Rupees. The CO should not contradict the TO in any manner. The CO should comprise of commercial Version of Bill of Material as per Annexure-C. This must contain all price information.

11. Payment Terms

All the payment will be released after successful installation. No extra charges will be paid for installation or transportation for any reason whatsoever.



The terms of payment for hardware will be as follows:

- No advance payment against purchase order.
- 100% of the value of the equipment will be paid after delivery and completion of installation at the site. The payment will be made against invoices and installation reports **duly counter signed by the Bank officials.**

12. Order Cancellation

The Bank reserves its right to cancel the order in the event of one or more of the following situation:

- 1) Delay in delivery / installation / commissioning of Batteries beyond specified period.
- 2) Serious discrepancy found in batteries supplied.

The vendor shall be fully responsible for the manufacturer's warranty in respect of proper supply of batteries of same specification as per the batteries ordered. At the time of supply the batteries must be fully charged and they should not be more than 3(three) months old from the date of manufacture mentioned on the batteries. During the warranty period, vendor has to replace all weak and faulty batteries and install them properly at respective site, at no charge to the Bank.

13. Liquidated Damages

Notwithstanding the Bank's right to cancel the order, liquidated damages at 0.5% of the cost of equipment per week will be charged for every week's delay in delivery of the equipment beyond the specified delivery period subject to a maximum of 5%. Bank reserves its right to recover these amounts by any mode such as adjusting from any payments to be made by the Bank to the company. Part of week will be treated as a week for this purpose.

14. Erasures or Alterations

Technical details and commercial quotes must be completely filled up. The corrections or alterations, if any should be authenticated. In the case of the corrections/alteration not properly authenticated, the offer will be liable for rejection. In case there are any arithmetical errors in the final commercial offer, the Bank is free to accept or reject any/all such offer (s).

15. Opening of Offers

Technical and Commercial Offers will be opened on 26-06-2022, 3:00 PM. The representative of the vendor can be present for the opening of the Technical Offers. No separate intimation will be given in this regard to the vendors, for deputing their representatives.



16. No Commitment to Accept Lowest or Any Tender

The Bank shall be under no obligation to accept the lowest or any other offer received in response to this notice and shall be entitled to reject any or all offers without assigning any reason whatsoever.

The Bank reserves the right to make any changes in the terms and condition of Purchase.

17. Offer validity period

The prices finalized shall remain valid for a period of 24 months from the date of approval/ Issue of Work Order.

18. Modification and withdrawal of offers

The vendor may modify or withdraw its offer after its submission, provided that written notice of the modification or withdrawal is received by the Bank prior to the closing date. No offer can be modified by the vendor, subsequent to the closing date and time for submission of offers.

19. Delivery location

The batteries are to be delivered & installed at various branches falling under Bareilly Regional Office as per requirement. The Bank reserve the right to make changes in the location specified, before delivery of the items.

20. Price Composition

The price quoted should be only in Indian rupees all cost should be given in figures and words, and inclusive of following:

- Cost of the equipment.
- GST.
- Installation and commissioning charges, if any.
- Minimum three years comprehensive onsite warranty and maintenance for SMF batteries covering all components, services, and visits to the concerned offices.
- Transportation and Forwarding charges to respective site.
- Charges for removing and shifting old batteries offered under buy back.
- Insurance to cover the equipment from transit period till installation.

The vendors should quote prices strictly as per the price composition stated above failing which the offers are likely to be rejected.

21. No Price Variations

The commercial offer shall be on a fixed price basis. No upward revision in the price would be considered on account of subsequent increases in GST. Moreover, if there is any reduction in GST, during the offer validity period, the same shall be passed on to the Bank.

22. Billing

The billing should be done as per the purchase order issued to the vendor.

23. Evaluation Process

23.1. Offers will be evaluated against the stipulated minimum eligibility criteria. Incomplete offers or offers not complying with the eligibility criteria Incomplete offers or offers not complying with the eligibility criteria or without Bid security or Document fees will be rejected summarily.

23.2. A technical evaluation will be carried out of proposal of the eligible vendors on the parameters as mentioned in Annexure C. Bank reserves the right to reject offer in any of the following circumstances:

- If offer is incomplete and/or not accompanied by all stipulated documents.
- If the offer is not in conformity with the terms and conditions stipulated in this document and letter as per Annexure A is not submitted.
- If compliance sheet as per Annexure-B is not filled up completely.
- If any of the specifications stipulated in Annexure B is not met. However, deviations resulting in higher/superior configuration will be accepted.

23.3. Opening and normalization of commercial offer of the short-listed vendor(s).

24. Right to Alter Quantities

The Bank will be free to either reduce or increase the quantity to be purchased on the same terms and conditions. The Bank reserves the right to alter quantities.

25. Warranty

The offer must include comprehensive **on-site warranty of minimum 3 years** in SMF from the date of installation of batteries.

Vendor shall be fully responsible for the manufacturer's warranty in respect of Proper design, quality and workmanship of all equipment, accessories etc. covered by the offer. Vendor must warrant all batteries, against manufacturing defects during the warranty period. During the warranty period vendor shall maintain the batteries and repair/replace all the defective batteries / components at the installed site, at no additional charge to the Bank.

26. Product Guarantees

Vendor should give an undertaking on their letter head confirming that the equipment delivered to the Bank is

brand new and the serial numbers of batteries are in one series / lot. This undertaking is to be signed by a Director or Head of Marketing of the Company. The vendor should provide the list (with soft copy) giving serial numbers of the batteries supplied.

28. Battery Maintenance

The Bidder will assume total responsibility for the fault free operation of the Battery and maintenance during the warranty for the period of 3 years of SMF batteries. The Supplier will accomplish preventive and breakdown maintenance activities to ensure that the Batteries execute without defect or interruption for at least 100% uptime for 24 hours a day, 7 days a week of operation of the machine worked on a quarterly basis. If the service support is less than 24*7 basis, Bank may at its own discretion reject the proposal in total, without assigning any reason.

During the warranty period, the vendor should undertake to provide the Bank, free maintenance service (which will include maintenance of all batteries as and when required) from the date of installation.

29. Maintenance Standards Expected & Penalty

The vendor should ensure that the Batteries reported faulty / weak on any day is set right on the same day and in no case later than 1 day from the time of reporting. The vendor should provide replacement or service batteries within the stipulated period. In case of delay in replacement beyond 2 days, a penalty @ Rs. 200.00 per day will be levied / recovered from payments / by invoking BG during warranty period or from any other amount to be released by the bank, subject to maximum 10% of the quarterly AMC amount.

30. Clarification

Clarifications needed on any of the points mentioned in the RFP, if any, may be sought from the Bank by sending mail to pnd.bareilly@unionbankofindia.bank, on or before 06-06-2022 by 4:00 p.m., after which no request will be entertained / replied.

31. Force Majeure

Notwithstanding the above provisions, the Successful bidder shall not be liable for penalty or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. For purposes of this clause, "Force Majeure" means an event beyond the control of the Bidder and not involving the Bidder's fault or negligence and not foreseeable. Such events may include, but are not restricted to, wars or revolutions and epidemics. If a Force Majeure situation arises, the Bidder shall promptly notify the Bank in writing of such condition and the cause thereof. Unless otherwise directed by the Bank in writing, the Bidder shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means of performance not prevented by the Force Majeure event.

32. EMD Amount-



The EMD submitted by L1 vendor shall be kept with bank till the Contract period is valid. It shall be forfeited in case the L1 vendor terminates the contract else the EMD amount will be returned at the end of Contract period to the L1 vendor.

33. Submission of Bids

The bidders shall duly seal the each envelope. The bid should be addressed to purchaser at the following address:-

The Regional Head,
Union Bank of India,
Regional Office –Bareilly
1st Floor, Old Passport Office Building,
Priyadarshini Nagar ,Regional Office
Bareilly PIN -243005



ANNEXTURE- A

ACCEPTANCE OF TERMS AND CONDITIONS

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

To

The Regional Head,
Union Bank of India,
Regional Office –Bareilly
1st Floor, Old Passport Office Building,
Priyadarshini Nagar ,Regional Office
Bareilly PIN -243005

Dear Sir,

Sub: Rate Contract Proposal for 65AH/100AH SMF Batteries with or without buyback

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 supply of 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.

We hereby undertake that the equipment to be delivered to the Bank will be brand new including all components.

The compliance sheet (as per Annexure- B), unpriced bill of material and Calculation Sheet for battery backup, all duly filled in and signed, are enclosed. 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.

Yours faithfully,

Authorized Signatories

(Name & Designation, seal of the firm)

Date



Annexure – B

TECHNICAL SPECIFICATIONS

<u>S.No</u>	<u>DESCRIPTION</u>	<u>OUR REQUIRED SPECIFICATION</u>	<u>GIVE YOUR SPECIFICATION</u>
			(Also confirm complied Yes/No)
1	Vendor name		
2	Model Reference		
3	Battery (ISO 9001-2000)		
a)	Type of battery		
b)	Capacity of Battery (AH)	65AH/100AH	
c)	D C Bus voltage	Please specify.	
d)	Charging time		
e)	Make of Battery	EXIDE/AMARON QUANTA	

Note:

- Bank may ask battery vendor to carry out battery testing during the warranty period. In case battery is found weak / faulty, the vendor will be solely responsible for replacement of such faulty batteries without any extra cost to the Bank.
- Vendor must give details of testing tools, to carryout battery testing, available with them.



Annexure – C (Commercial Offer)

BILL OF MATERIAL AND PRICE SCHEDULE

(Amount in Rupees)

Sr No (A)	Description (B)	Unit Price (C)	Taxes per unit (D)	Unit price with taxes (E)=(C+D)	Buy-back (F)	Total price of Batteries (G) =(E-F)
	Price of 65AH/100AH SMF batteries with required accessories, with 3 year warranty, buyback rates should also be quoted for 65/100AH SMF as well as tubular batteries					

Note :

1. Unit prices of battery as well as TCO must be quoted in WORDS AND FIGURES.
2. The Total cost includes all taxes, duties and levies, Service tax on other charges (Battery testing charges), if applicable (excepting Octroi, which will be paid at actual).
3. In case of any discrepancy, unit prices quoted in words will be considered for computation of TCO.
4. Cost comparison will be on the basis of total cost of ownership calculated as explained above.
5. Vendor need to carry out battery testing during warranty period without any extra cost to the Bank.

Authorized Signatories

(Name & Designation, seal of the firm)

Date:

Annexure – D

Vendor information

1. Name of the organization:

2. Address:

3. Years of establishment:

4. Status of the firm:-

(Whether company/Firm/Proprietary)

5. Yearly Turnover (Attached List):-

2021-22:

2019-20:

2020-21:

6. Operating Profit (Last Three Years):-

2021-22:

2019-20:

2020-21:

7. GST Number (Also furnished copy of GST certificate.)

8. Track record for major supply of product /goods (With various organizations)

9. Details of Testing Tools available:

(Wherever applicable submit documentary evidence to facilitate verification)

We hereby declare that the information submitted above is true to the best of our knowledge. We understand that in case any discrepancy is found in the information submitted by us our tender is liable to be rejected.

Signature of the Authorized Signatory with Date & Seal



Annexure E

LIST OF APPLICANT'S MAJOR CUSTOMERS

S.No	Name & Postal Address of the Customer	Name, Designation, Telephone, Fax, e-mail address of the Contact Person (Customer)	Nature and Description Quantity of Goods ordered by the customer during last 3 years	Value of Goods ordered in last 3 years	Whether reference Letter Enclosed*

*(Enclose necessary documentary proof)

Signature of the Authorized Signatory with Date & Seal



Annexure F

DETAILS OF SERVICE CENTRES IN UTTAR PRADESH STATE FOR BAREILLY REGION

Sl No.	District	Address of Service Centre	Whether Service Support Through Franchisee available (Yes/No), If Yes, please provide the address

Signature of the Authorized Signatory with Date & Seal