

THE MUNICIPAL CO-OPERATIVE BANK LTD. MUMBAI

The Municipal Bank Bhavan , 245 P.D. Mello Road Fort,

Mumbai - 400001

TENDER DOCUMENT

TENDER FOR SUPPLY, INSTALLATION AND MAINTENANCE OF UPS BATTERIES

AT OUR HEAD OFFICE, BRANCHES & ATM centers

Supply of UPS Batteries at The Municipal Co-operative Bank Ltd. Mumbai (MCB) with Buy Back or without Buyback offer

Tender Form issued to:

Time schedule for tender process:

Tender Cost	Rs. 250/-
E.M.D.	Rs. 10,000/-
Sale of tender document commence from	23.10.2018
Last date for receipt of duly filled in tenders	02.11.2018 upto 3.00 p.m.

TENDER NOTICE

MCB invites sealed Tenders under two bid systems for "Supply of UPS Batteries with new or Buy Back Offer" to MCB Mumbai as per the quantity and specification mentioned in price bid. The tender bids duly-filled in all respects enclosing necessary documents may be addressed to the " The Municipal Co-op.Bank Ltd. Mumbai -400001 ,Municipal Bank Bhavan, 245, P.D. Mello Road , Fort Mumbai, so as to reach on or before 02.11.2018 upto 3.00 P.M.

The address of Bank

The Municipal Co-operative Bank Ltd. Mumbai,
Municipal Bank Bhavan,245, P.D. Mello Road,
Fort, Mumbai – 400001

You can also download the Tender document from our Website

"www.municipalbankmumbai.com "

TECHNICAL QUALIFYING CRITERIA:

- The Technical Bid should contain Earnest Money Deposit of an amount of 10,000/- in the form of bank Demand Draft/ Pay Order in favour of The Municipal Co-op. Bank Ltd., payable at Mumbai.
- This Earnest Money Deposit (EMD) will not bear any interest.
- Company/ Firm should enclose Balance Sheet/ TDS Return for the last two years
- Bidders sales turnover should not be less than 50 Lakhs (Rupees Fifty Lakhs) per annum for the past three years for sale of said UPS Batteries. The tenderer should submit copies of supporting records to prove the condition
- Bidder should have valid GST, PAN and TAN number.

TENDER TERMS & CONDITIONS:

- 1) The rate offered must be filled in the proforma of the tender form. Any correction should be initialed by the tenderer in the price bid attached with this document.
- 2) The rate quoted in the price bid must be inclusive of all taxes and charges.
- 3) The tender contract and cost fixed for Batteries shall be valid for 1 year.
- 4) MCB will place the order of Ups batteries to the successful bidder as per requirement of the bank during the contract period 100 AH Maximum 80 batteries/ 42 AH Maximum 24 Batteries.
- 5) The Bidder should quote the UPS batteries of **Exide/ Quanta** make only. Make other than Exide \ Quanta shall be rejected.
- 6) The Bidder has to supply or quote the UPS batteries with buyback or without buyback option and rate should be valid during the contract period.
- 7) If the market rate goes up or down as compared to quoted rate, then Bidder has to supply the batteries (withbuyback) according to rate whichever is less i.e, market or quoted rate.
- 8) Last date of receipt of sealed tender documents is 02/11/2018 up to 3.00 pm.
- 9) The EMD of unsuccessful bidders will be refunded within 15 working days of opening of price bid except lowest 3 bidders. Bidders who satisfy the technical conditions and price bid stipulated in the tender document and who have enclosed all the documents /supplied materials required will alone be considered as qualified Bidders after the technical evaluation. However MCB reserves the right of placing the orders to any of the Bidders.
- 10) Rates should be offered unconditionally and if rates are submitted with any condition the tender liable to be rejected.
- 11) Bidder has to supply and install the UPS batteries as per requirement of bank within 10 days after receipt of purchase order. If the bidder fails to supply the ordered quantity within scheduled time frame, the Bank will have right to purchase the ordered quantity which the supplier could not supply from any other alternate sources and the contract will be liable to be terminated and the Security Deposit will be liable to be forfeited. Bank will have the right to impose penalty @1% per week for the delay of the supply of ordered quantity.
- 12) The agency should enclose self-attested copies of GST registration, letter of allotment of PAN/PAN Card under the Income Tax Act and GSTIN details failing which tender will be liable to be rejected. Bidder will have to produce all these original documents at any time demanded by the Institute.
- 13) MCB reserves the right to reject any or all tender documents without assigning any reason thereof.
- 14) Batteries will be supplied with at least 2 year warranty / guarantee from the date of verification & acceptance by MCB.
- 15) MCB Bank shall deduct 10% of the Invoice Value as Security Deposit from each and every purchase order issued during the contract period and shall be refunded at the end of the Contract Period.
- 16) Payment Terms shall be 100% on installation satisfactory performance of the Batteries at the Branches \ Head Office \ ATM centers as the case may be.
- 17) The defective equipment shall be replaced by the Bidder without any additional charge during warranty period of supplied equipment, otherwise same shall be

recovered from the Security Deposit of the bidder and shall be liable to forfeited and in all the matters the decision of the MCB Mumbai shall be final.

- 18) The replacement of the Batteries will have to be carried out within 7 days of the intimation being received from the Bank.
- 19) Payment of the supply will be released after verification and satisfactorily completion of order.
- 20) Bidder must sign along with company seal on each and every page of the tender document as token of the acceptance of tender conditions.
- 21) If any malafide intention is observed by MCB, the Bidder shall be blacklisted for current and all future Tenders issued by the Bank.
- 22) Bidder must have to quote item wise rates, consolidated rates will not be considered and tender will be liable to be rejected.
- 23) MCB Mumbai reserves the right to change the quantity/ upgrade the criteria/ drop any item or part thereof/extension of delivery date at any time before placing the purchase order.
- 24) If any Bidder wants to inspect the old UPS Batteries in the Bank they can visit, at their own expense on all working days, during office hours (between 11.00 am to 5.00 pm).
- 25) The Bidder must take old UPS Batteries within 7 days from the date of supply of the new UPS Batteries. The bidder must submit an undertaking in this regard and payment shall not be made unless Old batteries are taken by the Bidder.
- 26) Bidder should not be blacklisted with any of the Bank and in case of existing Vendor he should have satisfactory track record in the Municipal Co-op. Bank Limited.
- 27) In case of any dispute the Jurisdiction of Court will be Mumbai.

BUY BACK OFFER:

The Bidder should quote the maximum price for old UPS Batteries.

Rack :

UPS Batteries should fit in the metal racks available at Head office, Branches and ATM centers. If any alteration needed in the racks for installing the batteries that expenses has to be taken care by the vendor, Bank will not bear such expenses.

GENERAL MANAGER (I/C)

Part - I

TECHNICAL BID

Registration Details (whichever is applicable and attach copy)

Name of Tenderer : -----

Address : -----

Pin code no. : -----

Tel. No. : -----

Mobile No. : -----

Fax No. : -----

Email Address : -----

Constitution : Proprietor/ Partnership/ Company

(Pls. Tick mark as applicable)

Name of Company :

S. No	Item	Details
1.	Name of Company	
2.	Mailing Address	
3.	Telephone and Fax numbers	
4.	Constitution of the Company	
5.	Name and designation of the person authorised to make commitments to the The Municipal co-operative Bank Ltd. Mumbai	
6.	Email Address	
7.	Year of commencement of Business	
8.	Turn over of the company for the last 2 financial year. Certified Balance sheet 2016-2017 2017-2018	
9.	Profit of the company for the year 2016-2017 2017-2018	
10.	GST Number	
11.	TAN Number	
12.	PAN Number	
13.	Whether direct manufacturer or authorised dealers and Year Since	
14.	Brief Description of after sales service facilities available with the bidder	
15.	Bank (NEFT) details with A/c. No., Bank Branch & IFSC code	

PART II

COMMERCIAL BID WITH BUYBACK OR WITHOUT BUYBACK OPTION

Sr. No.	Particulars	Qty	Unit Price	CGST	SGST	Total
	UPS Batteries 12 V , 100 AH (Exide/ Quanta)	Maximum 80				
		A				
	Quote for Buy Back Old Ups Batteries					
	12 V, 100 AH					
	Amount	B				
	Ups Batteries 12V, 42 AH (Exide/ Quanta)	Maximum 24				
		D				
	Quote for Buy Back Old Ups Batteries					
	12 V, 42 AH					

Total Rupees in words (-----
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Price * - Unit price and total price should be inclusive of all taxes. Items must be quoted as per the specification given.

Seal and Signature of Tenderer :

Name and Designation :

Name of Company/ firm :

Address of Tenderer :

Date

Place