

**SUPREME COURT OF INDIA**

**ADMN. MATERIALS (P&S)**

**Last date for submission of**

**F.No. 33/Inverter/2016/SCI(AM)**

**Tender is 26.10.2016**

**Dated : 6.10.2016**

**NOTICE INVITING TENDER**

**FOR ANNUAL MAINTENANCE CONTRACT OF INVERTERS ALONGWITH BATTERIES**

Sealed tenders are invited from the manufacturers and authorised dealers of Annual Maintenance Contract (AMC) of various types of Inverters along with batteries for a period of two year. AMC of the following inverters will be started after the expiry of warranty period as shown below :-

<b>S.No.</b>	<b>Type of Inverter</b>	<b>Period of AMC</b>
1.	Inverters (800 VA) (Single Battery System)	11.12.2014 – 10.12.2016 (for 76 inverters)
2.	Inverter 3.5 KVA 48V with four batteries of 150 AH/12 V.	01.1.2015 – 10.12.2016 (for 2 inverters)
3.	Inverter 1.5 KVA (Double Battery System)	01.1.2015 – 10.12.2016 (for 1 inverters)
4.	Inverters (1400 V A/24V SINE1 LCD (Double Battery System)	23.02.2015 - 10.12.2016 (for 30 inverters) 01.01.2015 to 10.12.2016 (for 1 inverter)

The above inverters are provided at the residential offices of Hon'ble Judges, Supreme Court Guest House and in the office of E-Committee in between 4 – 5 km radius from Supreme Court Registry as per performa (Annexure-A). Any inquiry regarding aforesaid matter can be made from Mrs. Anuradha Sharma, Branch Officer (Admn. Material) Telephone No. 23111483, 23112257 and 23111403 on any working day between 11:00 AM to 04:30 pm except Saturday upto 12:00 noon.

## **A. TENDER**

1. Two separate sealed envelopes should be used for submitting superscribing (a) 'Earnest Money' and (b) 'Tender for Annual Maintenance Contract (AMC) of various types of Inverters along with batteries for a period of two years' on the cover of the respective envelope.
2. The tender may be sent by post sufficiently early so as to reach the Registry within time, or may be delivered at Reception Counter No. 37. If tender is sent through Messenger, an authority letter from the tenderer with proof of identity may also be given to the Messenger so that he could show the same along with his own identity proof to the Reception Officer at Reception Counter No. 37 at the time of opening of tender.
3. The tenderers are expected to examine all the instructions, Proforma's terms & conditions and specifications in the tender documents. Failing to furnish all information required by the tender document in any respect will be at the tenderer's risk and may result in the rejection of tender.
4. The tender must be received not later than the date & time specified for submitting the same. In case, the date of submitting the tender will be declared as holiday by the Government Of India then next day will be treated as due date of Tender.

## **B. TERMS AND CONDITIONS OF TENDER**

5. The tenderers are required to quote their lowest rates and DGS&D rates, if available, on the Annexure 'A' enclosed herewith mentioning therein inverter alongwith batteries and covering all parts of inverter for repair which should be valid for two years from the date of approval by the Competent Authority mentioning percentage of VAT or discount etc.
6. The tenderers are required to send their tenders along with Demand Draft of RS. 5,000/- (Rs. Five Thousand only) drawn in favour of 'The Registrar, (Admn.), Supreme Court of India' payable at New Delhi as Earnest Money, by writing the name of the firm, telephone number and name of the item on the reverse side of the Demand Draft. Earnest money will be refunded to the unsuccessful tenderers on their written request after awarding of the Contract.

7. The rates should be valid for a minimum period of 90 days from the date of opening of Tenders.
8. Hypothetical or conditional tenders will not be entertained. Tender once submitted shall not be allowed to be withdrawn or altered. If the tender is withdrawn or altered by the concerned party at any time after it is submitted, appropriate action may be taken.
9. The Registry will deal with the tenderer directly and no middle-men/agents/ Commission Agents etc. should be asked by the tenderer to represent their cause and they will not be entertained by the Registry.
10. Over-writing/over-typing or erasing of the figures which render the Tender doubtful or ambiguous are not allowed and shall render the tender invalid.
11. The Registry, in its discretion, reserves the right to reject or accept any or all the tenders, wholly or partly, without assigning any reason therefor.
12. The tenderer shall quote the rate both in figures and in words.

**C. TERMS AND CONDITIONS FOR SUCCESSFUL TENDERER**

13. The successful tenderer shall have to give performance security deposit @ 5% of total amount of the Supply Order at the time of delivery. The security deposit will be refunded after 60 days from the payment of final bill on their written request and after satisfactory supply of the material.
14. The payment of the bills will be made only after the satisfactory report received from the concerned official/ officer, where inverter is installed.
15. Complaints are to be attended to even on Sundays / Holidays and before/ after office hours also as and when complained.

#### **D. PENALTIES**

16. Even after awarding of Annual Maintenance Contract to the successful tenderer, the Registry reserves the right to terminate the services at any time, if the same are not found satisfactory in addition to forfeiture of performance security. The loss caused to the Registry, including the expenses incurred on a fresh tender, will be recovered from the successful tenderer.
17. Registry reserves the right to blacklist a bidder for a suitable period in case he fails to honour his bid without sufficient grounds.

#### **E. INVITATION OF TENDER**

Interested parties may send their two separate sealed envelopes containing (i) 'Earnest Money' and (ii) 'Tender for Annual Maintenance Contract (AMC) of various types of Inverters along with batteries for a period of two years' respectively addressed by name to Shri Basu Dev Sharma, Additional Registrar (AM), Supreme Court of India, New Delhi or may be handed over personally to Registry's Reception Counter No. 37 near PRO office on or before **26/10/2016** upto 3.00 P.M. which will be opened at 3.30 P.M. on the same day by a Committee of Officers constituted for the purpose before the tenderers or their authorised representatives who may wish to remain present. The tenders received after due date and/or time will not be entertained. In case, less than three tenders are received, due to inadequate competition, the same may not be opened and more tenders may be called and will be opened later on at the place, date and time to be notified in due course.

Encl: Annexure 'A'

(BASU DEV SHARMA)  
ADDITIONAL REGISTRAR (AM)

Note : Registry will remain close w.e.f 10.10.16 to 15.10.2016 for Dussehra Holidays

**SUPREME COURT OF INDIA  
ADMN. MATERIALS (P&S)**

**F.No. 33/Inverter/2016/SCI(AM)**

**Dated: 6.10.2016**

**PROFORMA TO BE FILLED BY THE TENDERER FOR FOR  
ANNUAL MAINTENANCE CONTRACT OF INVERTERS ALONGWITH BATTERIES**

1. Name of the tenderer :  
with Address
2. Traders Identification Number :
3. (a) Contact Person with Name :  
with Telephone/ Mobile No.
- (b) Pan No. :
- (c) Fax No./ E Mail ID :
4. Details/Rates regarding various types of  
Inverters along with batteries : As per table given below

<b>SNo.</b>	<b>Type of Inverter</b>	<b>Rate + Vat/Tax</b>	<b>Total</b>
1.	Inverters (800 VA) (Single Battery System)		
2.	Inverter 3.5 KVA 48V with four batteries of 150 AH/12 V.		
3.	Inverter 1.5 KVA (Double Battery System)		
4.	Inverters (1400 V A/24V SINE1 LCD (Double Battery System)		

<b>SNo.</b>	<b>Non consumable items</b>	<b>Rate + Vat/Tax</b>	<b>Total</b>
5.	Transformer		
6.	PCB Card		
7.	Digital Display		
8.	Mosfests		
9.	I.C		
10.	SCR		
11.	Switch		
12.	Rewiring		
13.	Terminal / Terminal Nuts		
14.	Relay		
15.	3 Pin Plug		
16.	Socket (15 Amp.)		
17.	Battery Lead (Wire)		
18.	Battery Replacement under buy back scheme		
19.	Other parts Included / Excluded, if any		
20.	Wiring Complete House with Material		
21.	Stand By Inverter		
22.	Preventive Maintenance		

5. (i) F.O.R. : Supreme Court Compound  
(ii) Cartage Charges :
6. Copy of the valid certificate of registration  
DGS&D specifying the details of the item  
and price under the rate contract  
agreement with DGS&D, if any :

7. Declaration regarding black listing or otherwise :
  
8. Whether original copy of authorisation from manufacturer against this tender with valid date filed, in case the firm is not a manufacturer of the item :
  
9. Whether tender document (all pages) duly signed, stamped and legible :
  
10. Any other information document, please specify :

I/We certify that the information furnished above is true and correct. The terms and conditions are acceptable to us.

Dated:

AUTHORISED SIGNATORY OF THE FIRM  
Name(s) and address of the firm (with stamp)