

D-19016/05/2015-Gen.II  
Government of India  
NITI Aayog

Sansad Marg,  
New Delhi, the 7<sup>th</sup> July, 2015.

**e-TENDER NOTICE**

Online bids are invited from reputed/experienced firms/companies for replacement of batteries (under buy back offer) of UPSs installed at various locations of NITI Aayog. A list of the batteries are at Annexure-III(Financial bid). The Terms and Conditions of the tender are at Annexure-II.

2. Scanned copy of the bids duly filled in, as per the proforma attached at Annexure-II, signed copy of tender documents (including Terms & Conditions at Annexure-I) and a copy of earnest money deposit of Rs. 50,000/- (Rupees Fifty Thousand Only) in the form of Demand Draft/Pay Order drawn in favour of Pay and Account Officer, NITI Aayog, payable at New Delhi are to be uploaded in the CPP portal online and the EMD should be dropped in the EMD Box to be kept at the Reception Area, NITI Aayog, New Delhi from 10.07.2015 (10.00 AM) to 07.08.2015 (2.00 PM) during office hours. Tenders received after due date and time, will not be accepted under any circumstances.
3. Complete Tender Documents may be downloaded from the CPP Portal (<http://eprocure.gov.in/epublish/app>).
4. The bids shall be opened online on 07.08.2015 at 3.00 PM in Room No. 411, NITI Aayog, Sansad Marg, New Delhi by the Tender Opening Committee constituted for this purpose in the presence of such tenderers or their authorized representatives of the bidders who may wish to be present.
5. Corrigendum, if any, related to this tender will be published on the websites mentioned at para 3 above.

(Awinash Chandra)  
Under Secretary to the Govt. of India  
Tel: 23096733

Copy to:

Sr. Adviser (CIT & I), NITI Aayog with the request to upload the Tender Notice in the NITI Aayog's Website.

(अविनाश चन्द्र)  
(AWINASH CHANDRA)  
अवर सचिव / Under Secretary  
निति आयोग / NITI Aayog Institution  
for Transforming India (ITI)  
भारत सरकार / Govt. of India  
नई दिल्ली / New Delhi

APPLICATION

1. Name of the Bidding Company/ :  
Firm/Agency :
2. Status of the firm :  
(Whether Proprietary/Partnership/Company)
3. Name of the Owner/Partner/Director :
4. Full address of Registered Office :
  
5. Full address of the operative branch :
  
6. Name of Banker with complete address :  
Name of the Bank  
Branch Name  
IFSC/RTGS code  
Telephone no. of the Banker
7. Registration Details (self attested copies to be enclosed):  
(a) PAN/TIN No. :  
(b) Service Tax/VAT Registration No. :  
(c) Proof of Income Tax Assessment :  
(copies of ITR of last three years)
8. Annual Turn over

2011-12	2012-13	2013-14

8. Details of Earnest Money Deposit (Rs.50,000/-):  
(a) Banker's Cheque/DD No. :  
(b) Date :  
(c) Name of Issuing Bank :

  
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 (AWINASH CHANDRA)  
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**Terms and Conditions**

1. The CAMC is for the replacement of batteries of various make UPSs installed at various locations of NITI Aayog. Participating firms/agencies may visit the location in NITI Aayog, Parliament Street, New Delhi for inspection and verification of the model and other technical specification of the batteries before quoting the bid.
2. Batteries will be replaced as and when required. The rate quoted for the batteries should be on buy back offer including installation of batteries & commissioning of the UPSs. No additional service charges will be paid by NITI Aayog for replacement of batteries.
3. The average annual turnover of the bidder in this area of work must not be less than Rs.5 lakhs (Rupees five lakhs only) for the last three years. Copy of proof in this regard is to be enclosed along with the bid. The bidder should have a minimum of three years of experience in maintenance of UPS or supply/installation of batteries of UPSs in Central Govt./State Government/Public Sector undertaking/autonomous bodies, etc. Self-attested copies of such work orders/contracts should be enclosed with the bid. Before installation of Battery, the firm shall ensure that all the existing UPS are in proper working condition and the supplied battery will be technically compatible with the existing UPS installed at various places in the NITI Aayog.
4. Earnest Money Deposit in the form of Pay Order/Bank Draft for an amount of Rs. 50,000/ (Rupees Fifty Thousand only) drawn in favour of "Pay & Accounts Officer, NITI Aayog" Payable at Delhi is to be dropped in the EMD Box to be kept at the Reception Area, NITI Aayog, New Delhi from 10.07.2015 (10.00 AM) to 07.08.2015 (2.00 PM) during office hours. A scanned copy of the EMD should also be submitted online alongwith the bid. The bids received without the EMD will be considered as unresponsive and rejected outrightly. No interest will be payable on EMD. It will be returned to unsuccessful bidder after award of contract to successful bidder and to the successful bidder after submission of performance security by it.
5. The validity of the bids received against the tender will be 120 days.
6. Government taxes as applicable from time to time shall be payable by this office. The bill raised by the contracting firm should have all tax registration numbers printed in the bill to be produced by them on account of the procurement. Validity of the tax registration shall be the sole responsibility of the bidding firm. Copy of PAN and registration of service tax should be enclosed by the bidder alongwith the bid.
7. Tenders incomplete in any respect are liable to be rejected.
8. The Firms/Contractors/Suppliers/anybody whose services were terminated by the NITI Aayog before the expiry of the contract are not eligible to participate the bid for a period of 3 years from the date of termination of the contract. An undertaking in this regard is required to be submitted alongwith the bid.

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17/7/2015



9. In case, the successful bidder declines the offer of contract for whatsoever reason(s), the Earnest Money (EMD) would stand forfeited.
10. The successful bidder shall submit the performance security money @ 10% of contract value in the form of fixed deposited receipt/bank guarantee hypothecated in favour of Pay and Accounts Officer, NITI Aayog which shall remain valid for a period of 60 days beyond the last day of the contract period.
11. Correction, over-writing in the financial bid is not permissible. Every sheet of the tender document the terms and conditions shall be duly signed and stamped by the authorized signatory of the bidding firm in token of acceptance of the terms and conditions.
12. The Competent Authority in NITI Aayog reserves the right to accept/reject any of the bids or cancel the tender process at any time without assigning any reason.
13. The Company/Firm/ Agency should enclose an undertaking that the Company/Firm/ Agency has not been blacklisted by any Ministry/Department/Organization of the Central Government/State Government and any Public Sector Undertaking of Central Govt./State Govt..
14. The Company/Firm/Agency should have its own Bank Account, TIN Number, PAN Card. Copies of letter from bank stating that account is being maintained by the Company/Firm/Agency alongwith details of account number(s), TIN Number and PAN Number should be enclosed with the bid.
15. NITI Aayog will make no advance payments towards procurement of batteries.
16. In case of violation of any terms and condition of the contract and un-satisfactory services of the contractor, its performance security will liable to be forfeited.
17. The contract will be awarded to that bidder whose total rate (including taxes) will be lowest for all the items. Accordingly, the bidders are requested to quote rate for all the items mentioned in Annexure-III. The decision of the Competent Authority, NITI Aayog will be final.
18. The contract period will be one year from the date of award of the contract and the firm will not be allowed to increase the rates once approved for a period of one year. However, if both the parties to the contract so agree, the contract may be extended for a total of two more years beyond the date of expiry of the first year of this contract on one or more occasions, for periods not exceeding one year on any of the occasions. Further, in case the tender is already floated but not finalized due to technical reasons before the expiry of three years, an extension of another three months may also be considered for this CAMC.
19. Conditional tender will not be entertained. Similarly, quotations received after stipulated date and time will also not be considered under any circumstances.
20. The existing numbers of batteries mentioned in the Annexure III may change during the Currency of the contract. Hence this office has the right to procure more or less number of batteries as per requirement of this Department.

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21. Any controversy or dispute arising out of this contract shall be referred to the sole arbitration of the HoD, NITI Aayog, New Delhi or to any officer nominated by him. There shall be no bar to the reference of dispute to the arbitrator or such an officer as nominated by the HoD even though the said officer is an employee of the NITI Aayog, New Delhi and might have dealt with the matter earlier or expressed' his opinion thereon. In case, the arbitrator to whom the matter earlier was originally referred to, is transferred or vacates his office or is unable to act for any reasons, the HoD shall be competent to appoint another person as arbitrator, who will be entitled to proceed with the reference, from the stage at which it was left by his predecessor. No person other than the one nominated by the HoD, shall act as an arbitrator. The arbitration proceedings shall be governed by the Arbitration & Conciliation Act, 1996 and/or any statutory amendments/modifications thereof for the time being in force. The decision of the HoD or the officer nominated by him shall be final and binding on the party/parties. The limitation for filing claim for arbitration is 90 days from the date of expiry of the contract period and in case, no claim is filed within this period, it shall be presumed that there is no claim. The arbitration proceeding shall be held at an appropriate location in Delhi/New Delhi. Subject to Arbitration as referenced above, the Courts at Delhi/New Delhi shall have jurisdiction in case of any dispute.

22. Subject to the above said provisions of the Arbitration Act, 1996 or any statutory modification on enactment thereof and rules made there under and for the time being in force, shall apply to arbitration proceedings under this Clause.

23. The arbitrator may time to time extend the time for making and publishing the award. He may do so without any need for obtaining the consent of the parties to the dispute.

24. Any notice/direction given to the Second Opposite Party under the terms of this agreement shall be considered to be duly served if the same have been delivered to, left for or dispatched by Registered Post to the Second Party at his last known address. Any notice so posted shall be prima facie proof of service at the expiry of the time in which it reaches in the ordinary course of post.

(Awinash Chandra)  
Under Secretary to the Govt. of India  
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Terms and Conditions, as mentioned above in the Tender Notice No.D-19016/05/2015-Gen.II dated -----, 2015, of NITI Aayog are acceptable to the undersigned.

Place:-

Date :-

(Authorized Signatory)  
(Signature of the bidder with seal in  
Token of acceptance of the terms & conditions)

## FINANCIAL BID

1	BATTERIES	Quantity (Nos.)	Unit Rate (Rs.)	VAT @	Buy back price of old battery	Net unit rate (Rs.)	Total
(1)	(2)	(3)	(4)	(5)	(6)	(7=4+5-6)	(8=7x3)
1	150AH- 12V	68					
2	100AH-12V	48					
3	75AH-12V	60					
4	65AH-12V	30					
5	42AH – 12V	48					
6	26AH – 12V	34					
7	18AH-12V	32					
8	17AH-12V	48					
	<b>TOTAL</b>						

Dated:

Signature,  
Name and Seal of authorized  
signatory of the firm/company

  
 (अविनाश चन्द्र)  
 (AWINASH CHANDRA)  
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**Instructions for Online Bid Submission**  
**Instructions to the Bidders to submit the bids online**  
**thro' the eProcurement site**  
**<https://eprocure.gov.in>**

- 1) Bidder should do the registration in the tender site using the "Click here to Enroll" option available.
- 2) Then the Digital Signature of SIFY/TCS/nCode or any Certifying Authority is to be registered after logging into the site.
- 3) Bidder can use "My Space" area to update standard documents in advance as required for various tenders and use them during bid submission. This will facilitate the bid submission process by reducing time.
- 4) Bidder may read the tenders published in the site and download the required documents/tender schedules for the tenders he is interested.
- 5) Bidder then logs in to the site using the secured log in by giving the user id/ password chosen during registration and password of the DSC/etoken .
- 6) Only one DSC should be used for a bidder and should not be misused by others.
- 7) Bidder should read the tender schedules carefully and submit the documents as asked, otherwise, the bid will be rejected.
- 8) If there are any clarifications, this may be obtained using clarifications, or during the pre-bid meeting. Bidder should take into account of the corrigenda published before submitting the bids online.
- 9) Bidder must in advance prepare the bid documents to be submitted as indicated in the tender schedule and they should be in required format. If there are more than one document, they can be clubbed together.
- 10) Bidder should prepare the EMD as specified in the tender. The original should be posted/couriered/given in person to the specified location as per Tender Document, latest by the last date of bid submission.

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- 11) Bidder selects the tender which he is interested using search option & then move it to the my favourites folder.
- 12) From the my favourites folder, he selects the tender to view all the details indicated.
- 13) The bidder reads the terms & conditions and accepts the same to proceed further to submit the bids.
- 14) The bidder has to select the payment option as offline to pay the EMD as applicable.
- 15) The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the bid submitted will not be acceptable.
- 16) The bidder has to enter the password of the DSC/etoken and the required bid documents have to be uploaded one by one as indicated.
- 17) The rates offered details have to be entered separately in a spread sheet file (xls) in the space allotted and should be updated as BOQ.xls file for each tender after the financial bid. The BOQ file, if found modified by the bidder will result in rejection of the bid.
- 18) The tendering system will give a successful bid updation message & then a bid summary will be shown with the bid no & the date & time of submission of the bid with all other relevant details. The bidder has to submit the relevant files required as indicated in the cover content. In case of any irrelevant files, the bid will be rejected.
- 19) The bid summary has to be printed and kept as an acknowledgement as a token of the submission of the bid.
- 20) The bid summary will act as a proof of bid submission for a tender floated and will also act as an entry point to participate in the bid opening date.
- 21) For any clarifications with the TIA, the bid number can be used as a reference.
- 22) Bidder should log into the site well in advance for bid submission so that he submits the bid in time i.e on or before the bid submission time. If there is any delay, due to other issues, bidder only will be responsible.

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- 23) Each document to be uploaded online for the tenders should be less than 2 MB. If any document is more than 2MB, it can be reduced by scanning at low resolution and the same can be uploaded. However if the file size is less than 1 MB, the transaction/uploading time will be very fast.
- 24) The time settings fixed in the server side & displayed at the top of the tender site, will be valid for all actions of requesting, bid submission, bid opening etc., in the eProcurement system. The bidders should follow this time during bid submission.
- 25) All the data being entered by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered will not be viewable by unauthorized persons during bid submission & not be viewable by any one until the time of bid opening.
- 26) The confidentiality of the bids is maintained since the secured Socket Layer 128 bit encryption technology is used. Data storage encryption of sensitive fields is done.
- 27) Any document that is uploaded to the server is subjected to symmetric encryption using a generated symmetric key. Further this key is subjected to asymmetric encryption using buyers public keys. Overall, the submitted tender documents become readable only after the tender opening by the authorized individual.
- 28) For any queries, the bidders are asked to contact by mail [cppp-nic@nic.in](mailto:cppp-nic@nic.in) or by phone: 1-800-233-7315 well in advance.

17/7/2015  
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CHECK LIST

**DOCUMENTS TO BE SUBMITTED ONLINE ALONG WITH THE BID**

1. E.M.D. (Pay Order/Demand draft) to be dropped in EMD box separately. (clause No. 4 at Annexure-II).
2. Proof of own Bank Account, TIN, PAN, VAT/Sales Tax Registration & latest copy of Income Tax Return. (clause No. 6 & 14 at Annexure-II).
3. Proof of Annual Turn over (clause No.3 at Annexure-II)
4. Proof of experience of three years. (clause No. 3 at Annexure-II).
5. Self attested copy of non-blacklisting certificate (clause No. 13 at Annexure-II).
6. Certificate that the services of the firm has not been terminated by NITI Aayog before the expiry of the contract during last three years. (Clause No.8 at Annexure-II).
7. A scanned copy of the E.M.D. (Pay Order/Demand draft) to be submitted online alongwith the tender bid. (clause No. 4 at Annexure-II).

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