

## **Request for Proposal (RFP)**

**for selection of agency for supply, Installation and Commissioning of Uninterruptible Power infrastructure upgradation at SDC, OCAC**

***RFP Enquiry No. OCAC-NEGP-INFRA-0016-2022-24030***

### **RFP Schedule**

Sl. No.	Items	Date & Time
1	Availability of Bid Document in the website ( <a href="http://www.ocac.in">www.ocac.in</a> , <a href="http://www.odisha.gov.in">www.odisha.gov.in</a> , <a href="https://enivida.odisha.gov.in/">https://enivida.odisha.gov.in/</a> )	22/02/2024
2	Last date for receiving pre-bid queries through e-mail: <a href="mailto:osdc@ocac.in">osdc@ocac.in</a>	01/03/2024 by 3.00 PM
3	Pre Bid Conference	02/03/2024 at 4.00 PM
4	Issue of Corrigendum (if required)	07/03/2024 by 5 PM
5	Last date and time for Submission of Bid	14/03/2024 by 3.00 PM
6	Opening of Pre-Qualification & Technical Bids	14/03/2024 at 4.00 PM
7	Opening of Price Bids	To be Informed

Note: - The tender document fee must be submitted before the Pre-Bid Conference at Odisha Computer Application Centre (OCAC) Bhubaneswar office, failing which the bidder will neither be allowed to attend the pre-bid conference nor their queries, be entertained by OCAC.

The dates are subject to change according to the convenience and needs of the Purchaser.

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## **1 DISCLAIMER:**

The information contained in this Request for Proposal (hereinafter referred to as "RFP") document provided to the Bidders, by the Odisha Computer Application Centre (OCAC) Odisha, or any of its employees, is provided to the Bidder(s) on the terms and conditions set out in this RFP document and all other terms and conditions subject to which such information is provided.

The purpose of this RFP document is to provide the Bidder(s) with information to assist in the formulation of Proposals. This RFP document does not aim to hold all the information each Bidder may require. This RFP document may not be appropriate for all persons, and it is not possible for the Odisha Computer Application Centre (OCAC) Odisha and its employees to consider the business/investment objectives, financial situation and particular needs of each Bidder who reads or uses this RFP document. Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this RFP document and where necessary obtain independent advice from appropriate sources. Odisha Computer Application Centre (OCAC) Odisha and its employees make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the RFP document. Client Department also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder upon the statements contained in the Bidding Documents.

Information provided in the RFP Document to the Bidder(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. OCAC/Client Department accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

The issue of this RFP Documents does not imply that the OCAC/Client Department is bound to select a Bidder or to appoint the Selected Bidder or Service Provider for the Project and the OCAC/Client Department reserves the right to reject all or any of the Bidders or Bids without assigning any reason whatsoever.

The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, uploading, expenses associated with any demonstrations or presentations which may be required by OCAC/Client Department or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Bidder and the OCAC/Client Department shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation or submission of the Bid, regardless of the conduct or outcome of the Selection process. OCAC may, in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP document.

## **2 INSTRUCTION TO BIDDERS**

### **2.1 INVITATION FOR BIDS:**

Odisha Computer Application Centre (OCAC) invites bids from eligible Organisations (here after called as Bidder /Agency) who have the necessary qualifications for Implementation, Operations and Maintenance of Power and Cooling equipment as per the “Scope of Work” described in this RFP. The Agency shall be responsible for implementing the Uninterruptible Power System Infrastructure and providing warranty support for 5 years from the date of FAT.

The Bid document has been published in the official website of OCAC ([www.ocac.in](http://www.ocac.in)), OCAC e-Tender Portal <https://enivida.odisha.gov.in> and official website of Govt. of Odisha ([www.odisha.gov.in](http://www.odisha.gov.in)). Bidders are requested to go through the Bid document carefully and participate in the bidding process with all necessary details as required.

This RFP is issued by OCAC, which is the sole point of contact during the selection process. The Nodal Officer responsible for entire process is General Manager (Admin).

### **2.2 ELIGIBLE BIDDERS:**

Only eligible Organizations may participate in this RFP subjected to fulfillment of Pre-Qualification criteria.

### **2.3 E-TENDER POTAL:**

e-Nivida is the complete process of e-Tendering, from publishing of tenders online, inviting online bids, evaluation and award of contract using the system. You may keep a watch of the tenders floated under <https://enivida.odisha.gov.in>

Bidder Enrollment can be done using “Bidder Enrollment”.

The instructions given below are meant to assist the bidders in registering on the e- Nivida Portal, and submitting their bid online on the portal as per uploaded bid.

More information useful for submitting online bids on the eNivida Portal may be obtained at: <https://enivida.odisha.gov.in>

## **2.4 GUIDELINES FOR REGISTRATION:**

Bidders are required to enroll themselves on the eNivida Portal <https://enivida.odisha.gov.in> or click on the link “Bidder Enrollment” available on the home page of e-tender Portal by paying the Registration fee of Rs.2,500/- + Applicable GST.

As part of the enrollment process, the bidders will be required to choose a unique username and assign a password for their accounts.

Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication with the bidders.

Upon enrollment, the bidders will be required to register their valid Digital Signature Certificate (Only Class III Certificates with signing + encryption key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.

Only valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.

Bidder then logs in to the site through the secured log-in by entering their user ID /password and the password of the DSC / e-Token.

The scanned copies of all original documents should be uploaded in pdf format on e-tender portal.

After completion of registration payment, bidders need to send their acknowledgment copy on our help desk mail id [odishaenivida@gmail.com](mailto:odishaenivida@gmail.com), for activation of the account.

## **2.5 SEARCHING FOR TENDER DOCUMENTS**

There are various search options built in the e-tender Portal, to facilitate bidders to search active tenders by several parameters.

Once the bidders have selected the tenders they are interested in, then they can pay the Tender fee and processing fee (NOT REFUNDABLE) by net-banking / Debit / Credit card then you may download the required documents / tender schedules, Bid documents etc. Once you pay both fee tenders will be moved to the respective 'requested' Tab. This would enable the e- tender Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

## **2.6 PREPARATION OF BIDS**

Bidder should take into account any corrigendum published on the tender document before submitting their bids.

Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.

Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF formats. Bid Original documents may be scanned with 100 dpi with Colour option which helps in reducing size of the scanned document.

To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g., PAN card copy, GST, Annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Documents" available to them to upload such documents.

These documents may be directly submitted from the "My Documents" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process. Already uploaded documents in this section will be displayed. Click "New" to upload new documents.

## **2.7 SUBMISSION OF BIDS**

Bidder should log into the website well in advance for the submission of the bid so that it gets uploaded well in time i.e., on or before the bid submission time. Bidder will be responsible for any delay due to other issues.

The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document as a token of acceptance of the terms and conditions laid down by Department.

Bidder has to select the payment option as per the tender document to pay the tender fee / Tender Processing fee & EMD declaration as applicable and enter details of the instrument.

In case of BG bidder should prepare the BG as per the instructions specified in the tender document. The BG in original should be posted/couriered/given in person to the concerned official before the Online Opening of Financial Bid. In case of non-receipt of BG amount in original by the said time, the uploaded bid will be summarily rejected.

Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the yellow Color (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

The uploaded bid documents become readable only after the tender opening by the authorized bid openers.

Upon the successful and timely submission of bid click "Complete" (i.e. after Clicking "Submit" in the portal), the portal will give a successful Tender submission acknowledgment & a bid summary will be displayed with the unique id and date & time of submission of the bid with all other relevant details.

The tender summary has to be printed and kept as an acknowledgment of the submission of the tender. This acknowledgment may be used as an entry pass for any bid opening meetings.



**For any clarification in using eNivida Portal:**

Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

Any queries relating to the process of online bid submission or queries relating to e-tender Portal in general may be directed to the Helpdesk Support.

Please feel free to contact eNivida Help-desk (as given below) for any query related to e-tendering.

Phone No. 011-49606060

Mail id: - [odishaenivida@gmail.com](mailto:odishaenivida@gmail.com)

### **3 FACT SHEET**

This Fact Sheet comprising important factual data of the tender is for quick reference of the bidder.

<b>Clause Reference</b>	<b>Topic</b>
The Proposal	Odisha Computer Application Centre (OCAC) invites RFP for Selection of Agency for Uninterruptible Power Infrastructure at Odisha Computer Application Center.
Method of Selection	Least Cost Selection (LCS) i.e., L1 method shall be used to select the bidder. The bidder is required to submit the bids in General (Pre-qualification), Technical & Financial bid in eNivida portal ( <a href="https://enivida.odisha.gov.in">https://enivida.odisha.gov.in</a> ). Technical bid of those bidders who qualify in General Bid shall be opened. Financial bid of those bidders who qualify in Technical Bid shall be opened.
Non-refundable RFP Document Fee	The RFP document can be downloaded from the website <a href="http://www.odisha.gov.in">www.odisha.gov.in</a> or <a href="http://www.ocac.in">www.ocac.in</a> or <a href="https://enivida.odisha.gov.in/">https://enivida.odisha.gov.in/</a> . The bidders are required to submit the RFP document fee of ₹11,200/-(inclusive of 12% GST) Eleven Thousand Two Hundred Only in shape of Bank Draft in favour of Odisha Computer Application Centre and payable at Bhubaneswar from any of the scheduled commercial banks along with the proposal General/Pre-qualification bid documents. However, If the bidder has already deposited the tender fees during Pre-Bid meeting, then the copy of the receipt of tender document fees must be enclosed in the Pre-Qualification Bid. The RFP document fee can also be transfer online through NEFT only to Union Bank of India, Account Number 149311100000195, IFSC Code-UBIN0814938, Acharya Vihar Branch, Bhubaneswar. Account Name - Odisha Computer Application Centre. In case of NEFT online transfer of RFP Document fee, the firm must mention the Firm name, Amount Transfer with Transaction ID, Tender Enq. Number, GST No to the mail id mentioned in the RFP Schedule in the Pre-Bid Query.
Earnest Money Deposit (EMD)	₹2,00,000.00 ( rupees Two lacs Only)
Performance Bank Guarantee (PBG)	Performance Bank Guarantee (PBG) @ 10% of the cost of the project from any Nationalized/Scheduled Commercial Bank in the prescribed format in favour of the Odisha

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<b>Clause Reference</b>	<b>Topic</b>
	Computer Application Centre shall be submitted by the successful bidder within 30 days of issue of work order.
Scope of Work	Selected Bidder is expected to deliver the services mentioned in the scope of work as mentioned in this RFP.
Language	Bid must be prepared by the Bidder in English language only.
Currency	The bidder should quote in Indian Rupees only. The Total Price inclusive of GST will be considered for evaluation. So, the bidder must mention the base price and the GST component separately.
Validity Period	Proposals/bid must remain valid for a period of 180 days from the last date of bid submission.
Bid to be submitted on or before last date of submission at:	<p>The proposal must be submitted to:  The General Manager (Admn.)  Odisha Computer Application Centre (OCAC)  OCAC Building, Plot No.-N-1/7-D, Acharya Vihar Square,  RRL Post Office, Bhubaneswar-751013 (INDIA)</p> <p>Proposals must be submitted on or before 14/03/2024 by 3.00 PM through electronic mode only.  Note: Physical Copies of the Bid documents will not be accepted.</p>

## **4 PROPOSAL**

Odisha Computer Application Centre (OCAC) invites bids from eligible Organisations (hereafter called as Bidder/Agency) for Procurement, Supply, Installation & Commissioning of Uninterruptible Power infrastructure Equipment. as per the “Scope of Work” described in this RFP”.

### **4.1 Definitions**

“Request for Proposal (RFP)”, means this detailed notification seeking a set of solution(s), services(s), materials and/or any combination of them.

“OCAC”, shall mean the Odisha Computer Application Centre, Under Electronic and Information Technology Department, Government of Odisha. “GM” shall mean the General Manager of Odisha Computer Application Centre or any authorized officer to act on his behalf for a specified work.

“Authorized Representative” shall mean any person authorized by either of the parties.

“Bidder” means any organization as per the eligibility, offering the product (s) , service(s) and /or materials required in the RFP. The word Bidder when used in the pre award period shall be synonymous with Bidder,

"Service" means provision of Contracted service as per this RFP.

“Site” shall mean the location(s) for which the Contract has been issued and where the service shall be provided as per Purchase Order.

“Termination Notice” means the written notice of termination of the Purchase Order issued by one Party to the other in terms hereof.

### **4.2 Existing UPS Infrastructure.**

Odisha Computer Application center (OCAC) has three separate building inside its campus. The four-acre campus has three buildings. The administrative building is a ground plus 2 floor square structure that houses multiple rooms for administrator. A ground plus seven floor towers of close to a lac of square feet built up area is for the IT/ITES corporate tenants and the third is a utility building that houses many electrical panels to feed power to the entire campus.

In the second floor of the administrative building, there is state datacenter that has been functioning since last 10 years.

The State data center has 2 power rooms on the ground floor of the administrative building. Each Power room has one 300 KVA UPS with 2V VRLA battery bank. The UPS systems were installed in year 2010 and have lived its life. Hence, the intent is to replace the UPS systems with new ones along with battery banks

## **5 Brief Scope of Work**

Odisha Computer Application Centre (OCAC) has decided to upgrade or replace the existing power and cooling infrastructure for the Datacenter and Admin building since the equipment have lived their life. The scope of work will be as follows:

- SITC of 2 of 300KVA UPS with 2V VRLA battery banks
- Buy back of 300 KVA UPS systems – 2 nos Make ( Emerson) on as-is-where-is basis.
- 2V VRLA battery banks – 2 sets (204 cells in each bank. Make: Exide) on as-is-where-is basis.
- Any permanent/temporary cabling and termination required as per site conditions. Both the UPS must be connected to DCIM system and the cabling for the same is in the scope of the bidder.
- Any minor civil work required for executing the job.

## **6 Detail Scope of work**

Supply, installation, integration, warranty support, of 2 nos 300 KVA monolithic UPS system.

Supply, installation, integration, warranty support, of 2V VRLA 310000 VAH battery in each bank, including racks, intercell and inter tier connectors, battery breakers, and UPS to battery cables.

Careful removal of 2 nos 300 KVA UPS systems with battery banks from the power rooms and offer a buy back value for the same.

Supply, laying and termination of required input cables from panel to UPS systems if required.

Bidder need work closely with OCAC team on installation of the systems as the Datacenter is live. Any disturbances on power, can cause irreparable damages on the Datacenter. Shut down will be provided to installation team with prior intimation.

## **6.1 Service level Scope**

Preventive maintenance (Quarterly) to be taken up by the vendor by engaging technical resources only from the OEM or their authorized service provider. Report for the same to be submitted to OCAC.

Preventive Maintenance of batteries to be done quarterly and the report be submitted to the OCAC.

Response Time: 30 minutes at all hours of the day

Resolution Time: 2 hours

It is mandatory to keep maintenance spares at the site and be replenished on consumption of the same. Bidder must declare the maintenance spares.

Performance Guarantee will be revoked in following conditions:

- a. Failure to do preventive maintenance quarterly.
- b. Failure to response time for 3 consecutive instances.
- c. Failure to response time for more than 5 instances in a year.

Note: instances will be calculated from the time stamp of the call to service center and documented arrival of technical person at site.

- d. Resolution beyond 2 hours from the documented arrival of technical person at site for consecutive 3 instances.
- e. Resolution beyond 2 hours from the documented arrival of technical person at site for more than 5 instances in a year.

Note: Point d and e will not be enforced if a replacement is put into place.

- f. Replacement be in the system more than 30 days.

## **7 Instruction to Bidders**

### **7.1 General**

The terms and conditions given in the RFP, subsequent corrigendum if any released by OCAC against this RFP and release of corrigendum if any.

Each bidder shall submit only one Proposal. The bidder who submits or participates in more than one proposal will be disqualified.

#### **Consortium is not allowed.**

While every effort has been made to provide comprehensive and accurate background information with desired responsibilities and requirements. Bidders must form their own conclusions about the support needed to meet the requirements based on their past experience.

All information supplied by bidders may be treated as contractually binding on the bidders, on successful award of the assignment by the OCAC.

No commitment of any kind, contractual or otherwise shall exist unless and until a formal written contract has been executed by or on behalf of the OCAC. Any notification of preferred bidder status by the OCAC shall not give rise to any enforceable rights by the Bidder. OCAC may cancel this procurement at any time prior to a formal written contract being executed by or on behalf of OCAC.

### **7.2 Completeness of the RFP Document**

Submission of the bid shall be deemed to have been done after careful study and examination of the RFP document with full understanding of its implications.

Failure to comply with the requirements of this paragraph or any clause of the RFP document may render non-compliant and the RFP document may be rejected. Bidders must:

Include all documentation specified in this RFP document

Follow the format prescribed in this RFP document and respond to each element in the order as set out in this RFP document.

Comply with all requirements as set out within this RFP document.

## **7.3 Key Requirements of the Bid**

### **7.3.1 Right to Accept and Reject Any or All Proposal(s)**

OCAC reserves the right to accept or reject any proposal, and to annul the tendering process / Public procurement process and reject all proposals at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for such action.

OCAC makes no commitments, express or implied, that this process will result in a business transaction with anyone.

The submission of RFP does not constitute an offer by OCAC. The bidder's participation in this process may result in selecting the bidder to engage towards execution of the contract.

### **7.3.2 The EMD may be forfeited:**

If a bidder withdraws its bid during the period of bid validity.

In case of a successful bidder, if the bidder fails to accept the Purchase Order in accordance with this tender/RFP.

If found to have a record of poor performance such as having abandoned work, having been black-listed, having inordinately delayed completion and having faced Commercial failures or found to have furnished false/ forged documents etc.

### **7.3.3 Performance bank Guarantee**

An unconditional and irrevocable Bank Guarantee equivalent to 10% of the total cost of project (without GST) from any nationalized / scheduled commercial bank in the prescribed format as mentioned in this RFP in favor of the Odisha Computer Application Centre shall be submitted by the successful bidder within 15 days of issue of Purchase Order.

Failure of submission PBG within the specified time period may lead to cancel the Purchase Order.

The Bank guarantee shall be valid till 5 years and 6 Months (66 Months) beyond completion of all installation of the necessary Hardware/components/Licenses at OCAC.

In the event of the bidder being unable to provide services and other terms and conditions of the PO/RFP for whatever reason, OCAC would evoke the PBG. OCAC shall notify the Bidder in writing of the exercise of its right to receive such compensation within 15 days, indicating the contractual obligation(s) for which the Bidder is in default.



### **7.3.4 Pre-Bid Queries**

Bidders are requested to submit their queries by e-mail (One Mail-ID Per Bidder is allowed to submit the query only), to [osdc@ocac.in](mailto:osdc@ocac.in) as per the format attached in Annexure-G5, in excel format on or before 01/03/2024 by 3.00 PM. Failure to submitted the queries in the asked format will result in rejection of queries. If same bidder submits the query in multiple mail ids, then the bidder's query will be rejected.

Only the bidders, who have deposited the tender document fee in shape of DD in favour of "Odisha Computer Application Centre Payable at Bhubaneswar", and online transfer through NEFT are allowed to attend and submit their pre-bid queries in the specified format. Such bidders can download the tender document from the specified website and submit the queries as per the format given in the tender document. Tendering authority shall respond to the queries of only those bidders who have deposited the tender document fee before the Pre-Bid date. The scan copy of the receipt of Tender fees, Bidder's name and GST No should be enclosed in the Pre-bid Query. However, in the event of the ongoing pandemic there will be no physical meeting held at OCAC.

### **7.3.5 Responses to Pre-Bid Queries and Issue of Corrigendum**

The Nodal Officer mentioned in the RFP document will endeavor to provide timely response to all queries. However, OCAC makes no representation or warranty as to the completeness or accuracy of any response made in good faith, nor does OCAC undertake to answer all the queries that have been posed by the applicants. The responses to the queries from all applicants will be published by OCAC through corrigendum.

At any time prior to the last date for receipt of RFP, OCAC may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective applicant, modify the RFP Document by a corrigendum.

The Corrigendum (if any) & clarifications to the queries from the prospective bidders will be published at OCAC and Odisha Govt. Website.

Any such corrigendum shall be deemed to be incorporated into this RFP.

In order to provide prospective applicants reasonable time for taking the corrigendum into account, OCAC may, at its discretion, extend the last date for the receipt of RFP.

The tendering authority reserves the right not to respond to any/all queries raised or clarifications sought if, in their opinion and at their sole discretion, they consider that it would be inappropriate to do so or do not find any merit in it.

### **7.3.6 Submission of Proposals**

The bidders shall submit their RFP bid document as per the format given in this RFP document through on-line mode through <https://enivida.odisha.gov.in>, in the following manner:

**Pre-qualification & Technical Proposal- in first cover**

**Commercial Proposal - in second cover**

Please Note that Prices shall not be indicated in Pre-Qualification & Technical bid but shall only be indicated in the Price Bid.

All the pages of the RFP bid must be sequentially numbered and must contain the list of contents with page numbers and Flag Marks. Any deficiency in the documentation may result in the rejection of the bid.

The original bid shall be prepared in indelible ink. It shall contain no interlineations or overwriting, except as necessary to correct errors made by the bidder itself. Any such corrections must be initialed by the person (or persons) who sign(s) the tender paper.

All pages of the bid shall be initialed and stamped by the person who signs the bid.

The bidder shall attach a content page to the bid document highlighting the page numbers/ Flag Marks where each document is available without which the bid will be rejected.

### **7.3.7 Authentication of Bids**

The RFP document shall be accompanied by an Authorization letter (Annexure: G3) / Power-of-Attorney in the name of the authorized signatory of the proposal.

### **7.3.8 Preparation Costs**

The bidder shall be responsible for all costs incurred in connection with participation in the bid process, including site visits but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/ discussions/ presentations, preparation of bid, in providing any additional information required by OCAC to facilitate the evaluation process, and in negotiating a definitive contract or all such activities related to the bid process. OCAC will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

### **7.3.9 Language**

The proposal shall be filled by the bidder in English language only. If any supporting documents submitted are in any language other than English, translation of the same in English language is to be duly attested by the bidders. For purposes of interpretation of the proposal, the English translation shall govern.

### **7.3.10 Late Bids**

Bids received after the due date and the specified time (including the extended period if any) for any reason whatsoever, shall not be entertained and shall be returned unopened.

The bids submitted by telex/ telegram/ fax/ e-mail etc. shall not be considered. No correspondence will be entertained on this matter.

OCAC shall not be responsible for any postal delay or non-receipt / non-delivery of the documents. No further correspondence on the subject will be entertained.

## 8 Criteria For Evaluation

The selection process consists of below two phases' i.e.

1. Pre-Qualification Evaluation
2. Technical Bid Evaluation

### 8.1.1 Pre-Qualification

The bidder shall attach a content page to the bid document highlighting the page numbers/ Flag Marks in the first page of the Pre-Qualification Bid where each document is available without which the bid will be rejected.

Sl. No.	Basic Requirement	Specific Requirements	Documents Required
1.	General	The Bidder or its OEM incorporated in a country sharing a land boundary with India cannot participate in this bid.	Declaration by the Bidder / OEM on their letter head in this regard should submit along with the Bid.
2.	Legal Entity	The bidder should be a company registered under the Companies Act, 1956 since last 5 years. Or Partnership firm registered under LLP Act 2008 Or Proprietary firm  Note: - Consortium of any kind shall not be acceptable for this project. Any deviation would lead to disqualification or termination of the same	Copy of GST registration. Copies of relevant Certificates of registration Income Tax / PAN Number from the respective Government Department.
3.	Annual Turnover	Average Annual Turnover of the bidder during the last three financial years, as per the last published audited balance sheets), should be more than ₹25 Crores as on 31st March 2023.	CA Certificate for Turnover with CA's Registration No and Seal Copy of audited profit and loss account and balance sheet of the last three financial years.
4.	Net Worth	The net worth of the bidder must be positive in last three financial years ending at 31st March 2023.	CA Certificate for Net Worth with CA's Registration No and Seal Copy of audited profit and loss account and balance sheet of the last three financial years.

*RFP for selection of agency for supply, Installation and Commissioning of Uninterruptible Power infrastructure upgradation at SDC, OCAC*

<b>Sl. No.</b>	<b>Basic Requirement</b>	<b>Specific Requirements</b>	<b>Documents Required</b>
5.	Technical Capability	<p>Bidder must have successfully undertaken at similar nature of work (similar nature mean supply and installation of 300KVA or more UPS system during the last Five Financial years i.e. 2018-19,2019-20,2020-21,2021-22 and 2022-23</p> <p>One similar nature not less than the Amount ₹1.2Crores.</p> <p align="center">OR</p> <p>Two similar natures each of which not less than the amount ₹0.9 Crores.</p> <p align="center">OR</p> <p>Three similar natures each of which not less than the amount ₹0.6 Crores</p>	Satisfactory work Completion Certificates from the client + Copy of the Work Order/Purchase Order.
6.	Quality Certifications	The bidder must have valid ISO 9001 certificate as on the date of submission of this RFP bid.	Copies of the valid certificates.
7.	Local Service Centers	The OEM or their Authorized Service Partner must have presence in Bhubaneswar with support Centre since last 3 years till end date of bid submission.	Proof of service center by submitting GST registration certificate of more than 3 years old
8.	Performance	The Bidder must not have any record of poor performance, abandoned work, having inordinately delayed completion and having faced Commercial failures etc. for any State Government or Government of India Organization / Department during last 5 years as on '31st March 2023'.	A Self Certified letter
9.	OEM Authorization	The bidder must attach Manufactures Authorization Certificate & Back-to-back support letter from OEMs for providing Comprehensive	As per Annexure mentioned in this RFP.

<b>Sl. No.</b>	<b>Basic Requirement</b>	<b>Specific Requirements</b>	<b>Documents Required</b>
		Maintenance support and services of the OEM equipment covered under the RFP.	
10.	OEM Pre-Qualification	OEM should have been present in India with their service center from past 10 years. Products quoted must be the running product in any Govt / PSU from minimum past 3 years from the date of submission of the bid. (Copy of the performance certificate must be attached with the Pre-Qualification bid). OEM's similar product (300KVA UPS system) must have been in successful operation in at least 10 locations out of which at least 1 must be in Datacenter environment in the state of Odisha Annual average UPS OEM's sales turnover should be minimum ₹500 cr for last 3 FY ending 31 <sup>st</sup> march 2023.	Undertaking from OEM for their presence in India with their service centre details.  Performance certificate of the quoted models from any Govt. /PSU.

Note: - Only bidders qualifying in Pre-Qualification criteria would be considered for Technical Bid evaluation.

### **8.1.2 Technical Bid Evaluation Criteria**

This is a 'NO DEVIATION' bid. Bidders must submit a technical compliance document to each parameter of the specification in the below format.

Sl No	Clause and Sub clause not	Technical parameter as per RFP	Complied/Not complied	Remark

### **8.1.3 Price Bid Evaluation**

Bidder's who qualify in the pre-qualification and technical bid evaluation would be shortlisted for Price Bid Evaluation. Bidder's, who do not qualify in the technical bid

evaluation, will not be invited for opening of Price bids. OCAC will award the contract to the successful bidder whose bid has been determined to be substantially responsive and has been determined as the Lowest Price bid (L1).

#### **8.1.4 Notification of Award**

OCAC will notify the successful bidder in writing or by phone or email, that its proposal has been accepted. In case the tendering process / public procurement process has not been completed within the stipulated period, OCAC may like to request the bidders to extend the validity period of the bid. In such case extended period shall be accepted as mutually agreed upon.

#### **8.1.5 Issue of Purchase Order**

After Tender Process is over and subsequent approval of the competent authority, OCAC shall issue the purchase order or within such extended period, as may be specified by the Authorized Representative of OCAC, incorporating all clauses and the proposal of the bidder with the successful bidder.

#### **8.1.6 Failure to Agree with the Terms and Conditions of the RFP**

Failure of the successful bidder to agree with the Terms, Conditions and PO and the RFP shall constitute sufficient grounds for the annulment of the award, in which event OCAC may award the contract to the next best value bidder or call for new proposals from the interested bidders. In such a case, the OCAC shall forfeit the EMD of the successful bidder.

### **9 Delivery and Installation Schedule**

The Bidder should deliver & install all the items as per below schedule.

Sl No	Supply and installation of Items	Time
02	UPS system, battery banks and accessories	8 weeks
03	Commissioning	1 week

## **10 General Terms and Conditions of Contract**

### **10.1 Purchaser**

Odisha Computer Application Centre, Plot No.-N-1/7-D, Nayapalli, Near Planetarium, Acharya Vihar square, Bhubaneswar-751013.

### **10.2 Cost of Proposal**

The bidder shall bear all the costs associated with the preparation and submission of its Proposal, including site visits, and the GoO/OCAC will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the proposal process.

### **10.3 Amendment of RFP Documents**

At any time prior to the deadline for submission of Proposal, OCAC reserves the right to modify and amend any of the stipulated condition/criterion in the RFP, depending upon project priorities vis-à-vis urgent commitments. Such amendments in shape of corrigendum/addendum shall be hosted in the websites where the original RFP was hosted. The bidder shall acknowledge the receipt of each corrigendum/addendum by submitting a signed copy of it along with Pre-Qualification Bid/Price Bid to the RFP issuing authority. Failure to acknowledge receipt of each corrigendum/addendum shall be interpreted as receipt of the corrigendum/addendum by the bidder and no claim will be entertained or accepted in this regard.

### **10.4 Arithmetic Errors Correction**

Bidders are advised to exercise greatest care in entering the pricing figures. No excuse that mistakes have been made or requests for prices to be corrected will be entertained after the quotations are opened. Arithmetic errors, if any, in the price break-up format will be rectified on the following basis: -

If there is discrepancy in the unit price and the total price, the unit price shall prevail for calculation of total price.

### **10.5 Prices**

Prices quoted by the bidders should include, GST, back to back support with OEM during warranty for 5 Years, insurance costs, transportation costs etc., till all hardware, Software and Licenses are installed at OCAC.



Once a contract price is arrived, the same must remain firm and must not be subject to escalation during the performance of the contract due to fluctuation in foreign currency, change in the GST structure, changes in costs related to the materials and labour or other components or for any other reason.

No other cost whatsoever will be paid by OCAC.

Further, after the orders being placed, the Bidder shall pass on to OCAC all fiscal benefits arising out of reductions in Government Levies viz., GST, otherwise rates are firm during the entire contract period.

## **10.6 Payment Terms**

The payment schedule is as follows:

<b>Sl. No.</b>	<b>Project Milestone</b>	<b>Payment (%)</b>	<b>Documents Required</b>
1	Delivery of items	60%	1. Original Delivery Challan 2. Original Invoice (In triplicate)
2	Installation and commissioning	20%	1. Installation Certificate 2. Warranty Certificate`
3	Service support adherence on each QGR basis	20%	In 20 QGR.

## **10.7 Acceptance**

Bidder must submit all the duly signed Installation-cum-Acceptance Certificates both by the successful bidder/OEM Technical Team and OCAC Technical Team and submit to OCAC and the warranty certificate for a period of 5 years from the date of successful Installation.

## **10.8 Operation Support**

The warranty of entire products shall be onsite for a period of 5 years (60 months) from the date of successful installation at OCAC.

The bidder will provide support for the system including operation of the system during the warranty period. Defective product shall be replaced by the bidder at his own cost, including the cost of transport.

The warranty should cover all parts including maintenance or support for its proper operation & performance as mentioned in the RFP for a period of 60 months from the date of successful installation at no cost to OCAC.

For preventive maintenance of the system the bidder shall inform OCAC, 7 days in advance before doing or pre-planned activity.

Response time to any service call should be '0.5 HOURS'. In no case resolution time should exceed 'TWO HOURS'.

## **10.9 Disqualification**

The bid is liable to be disqualified if:-

- a) Bid not submitted in accordance with this RFP.
- b) During validity of the bid or its extended period, if any, the bidder increases his quoted prices without the consent of department to change the bid quote.
- c) The bidder puts his own conditions with the bid.
- d) Bid received in incomplete form or not accompanied by EMD.
- e) Bid received after due date and time.
- f) Bid not accompanied by all requisite documents.
- g) Bidder fails to enter into a contract within 30 working days of the date of notice of the award of tender or within such extended period, as may be specified by an authorized representative.

## **10.10 Performance Bank Guarantee**

The successful bidder shall furnish an unconditional and irrevocable Performance Bank Guarantee (PBG) for 10% (ten percent) of the total price without GST within 15 days of issue of Purchase Order. The PBG must be from any nationalized / scheduled commercial bank in India. The PBG shall be valid for a period of 66 MONTHS (5 Years and 6 Months) from the date of successful installation at OCAC. The bidder should calculate the delivery period and installation period from the date of issue of PO and according submit the PBG at OCAC. The performance Bank Guarantee should be as per the format given in Annexure-G11. All charges whatsoever such as premium; commission etc. with respect to the Performance Bank Guarantee shall be borne by the bidder. The Performance Bank Guarantee may be discharged / returned by OCAC upon being satisfied that there has been due performance of the obligations of the Bidder. However, no interest shall be payable on the Performance Bank Guarantee. In the event of the bidder being unable to accept the PO

and non-performance during Warranty period of the service or whatever reason, OCAC would evoke the PBG. OCAC shall notify the Bidder in writing of the exercise of its right to receive such compensation within 14 days, indicating the contractual obligation(s) for which the Bidder is in default.

## **10.11 Liquidated Damages**

OCAC will consider the inability of the Bidder to deliver or install the equipment within the specified time limit, as a breach of contract and would entail the payment of Liquidation Damages on the part of the Bidder.

The liquidation damages represent an estimate of the loss or damage that OCAC may have suffered due to delay in performance of the obligations (relating to delivery, up-gradation, integration, training, etc., of the deliverables) by the Bidder. Penalty will be charged @ 0.5% of the total value without GST per week subject to maximum of 5% of total order value, in case of delay in delivery, installation & integration beyond delivery & installation schedule mentioned in Purchase Order/RFP.

OCAC shall without prejudice to its other remedies under the terms and condition of PO/RFP, deduct the Price, as liquidated damages from the Performance Bank Guarantee given by the Bidder.

## **10.12 Termination of Purchase Order**

Prior to the delivery of the system, OCAC may at any time terminate the Purchase order by giving written notice to the Bidder if the Bidder becomes bankrupt or otherwise insolvent. In this event, termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to OCAC. OCAC reserves the right to cancel the Purchase order in the event of happening one or more of the following Conditions: -

Failure of the successful bidder to accept the Purchase order

Delay in delivery beyond the specified period.

Delay in up-gradation / integration and acceptance tests beyond the specified periods.

In addition to the cancellation of purchase contract, OCAC reserves the right to appropriate the damages through encashment of Bid Security / Performance Guarantee given by the Bidder.

OCAC would not be liable to pay any damages to the selected Bidder in cases comprising termination for default.

## **10.13 Force Majeure Condition**

If the performance as specified in this order is prevented, restricted, delayed or interfered by reason of Fire, explosion, cyclone, floods, War, revolution, acts of public enemies, blockage or embargo, Any law, order, proclamation, ordinance, demand or requirements of any Government or authority or representative of any such Government including restrict trade practices or regulations, Strikes, shutdowns or labor disputes which are not instigated for the purpose of avoiding obligations herein, or Any other circumstances beyond the control of the party affected, then notwithstanding anything here before contained, the party affected shall be excused from its performance to the extent such performance relates to prevention, restriction, delay or interference and provided the party so affected uses its best efforts to remove such cause of non-performance and when removed the party shall continue performance with utmost dispatch.

If a Force Majeure situation arises, the Bidder shall promptly notify the authorized representative of OCAC in writing of such condition and the cause thereof. Unless otherwise directed by the authorized representative of OCAC in writing, the Bidder shall continue to perform its obligations under the terms and conditions of PO as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

## **10.14 Resolution of Disputes**

It will be OCAC's endeavor to resolve amicably any disputes or differences that may arise between OCAC and the Bidder from misconstruing the meaning and operation of the Tender and the breach that may result.

In case of Dispute or difference arising between OCAC and a Supplier relating to any matter arising out of or connected with this Purchase Order, such disputes or difference shall be settled in accordance with the Arbitration and Conciliation Act, 1996. The Arbitrators shall be chosen by mutual discussion between OCAC and the Supplier OR in case of disagreement each party may appoint an arbitrator and such arbitrators may appoint an Umpire before entering on the reference. The decision of the Umpire shall be final.

The Bidder shall continue work under the Contract during the arbitration proceedings unless otherwise directed in writing by OCAC or unless the matter is such that the work cannot possibly be continued until the decision of the Arbitrator or the umpire, as the case may be, is obtained.

Arbitration proceedings shall be held at Bhubaneswar, India, and the language of the arbitration proceedings and that of all documents and communications between the parties shall be English Notwithstanding anything contained above, in case of dispute, claim & legal action arising out of the contract, the parties shall be subject to the jurisdiction of courts at Bhubaneswar, India only.

Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or by fax and confirmed in writing to the other party's specified address. The same has to be acknowledged by the receiver in writing. A notice shall be effective when delivered or on the notice's effective date, whichever is later.

## **11 TECHNICAL SPECIFICATIONS**

### **11.1 GENERAL**

This specification describes the requirements for a DSP control Digital Uninterruptible Power System (UPS) using Vector Control Technology to increase the performance of power components and enable active conditioning of the load. The scope of this specification shall consist of the configuration of one or more UPS units designed to operate individually or with parallel outputs. 1 + N expandable configuration shall consist of one or more single module UPS units (maximum of 6 units) that may be connected in parallel without the need for either an additional system control unit or a centralized main bypass static switch. The UPS shall automatically maintain clean AC power to the critical load within specified tolerances, without interruption during failure or deterioration of the mains power supply (for a specified duration as per battery run time). The UPS shall be expandable by paralleling additional modules of the same rating, to provide for module redundancy or load growth requirements.

The manufacturer shall design and furnish all materials and equipment to be fully compatible with electrical, environmental, and space conditions at the installation sites that complies with specifications mentioned herein, applicable local codes, and standards. It shall include termination facilities to properly interface with the input AC power source and intended load. The UPS shall be designed for unattended operation except where operator start-up acknowledgment is required for safety reasons.

### **11.2 STANDARDS**

The UPS and all associated equipment and components shall be manufactured in accordance with the following applicable standards:

- IEC 62040-1-1                    General and Safety requirements.
- EN 50091-2 :                    EMC Requirements
- IEC 62040-2 C2/C3:            Uninterruptible Power System (UPS) part 2: EMC requirements
- IEC 62040-3 :                    Design and Test Methods
- EN 60950-1 :                    Information Technology equipment
- EN 60529 :                        Degrees of protection provided by enclosures(IP Code)

The UPS shall be CE marked in accordance with EEC directives 73/23 "low voltage" and 89/336 "electromagnetic compatibility."

The Quality System for the engineering and manufacturing facility shall be certificated to conform to Quality System Standard ISO 9001 for the design and manufacture of power protection systems for computers and other sensitive electronics and shall also be in conformance to ISO 14001 for environmental management system.

## **11.3 SYSTEM DESCRIPTION**

### **11.3.1 Design Requirements**

- a) The UPS system designed with Inbuilt transformer shall be sized to provide a maximum of 300kVA and a maximum of 270kW output at 0.9 output power factor.
- b) For redundant operation (applicable/not applicable), the UPS systems shall be sized to provide a maximum of 300kVA and a maximum of 270kW output with one(1)module out of service.
- c) Load voltage and bypass line voltage will be 380/400/415 Vac, three phase and neutral. Input voltage will be 380/400/415 Vac, three phase.
- d) The battery system shall have a capacity of 270kw with 15mins backup at 25°C.
- e) The UPS system shall be expandable (up to a maximum of 6 units) in the future without any additional parallel card or centralized static switch.

### **11.3.2 Modes of Operation**

The UPS system shall operate as a true on-line system in the following modes:

- a) Normal: The critical AC load is continuously powered by the UPS inverter(s). The rectifier/charger(s) derives power from the mains AC power supply source converting this to DC power to supply the inverter(s), while simultaneously float charging the battery system. Power supplied by the UPS inverter(s) shall remain within close tolerances, at rated voltage and frequency.
- b) Emergency: Upon failure of the mains AC power supply source, the critical AC load is powered by the inverter(s) which, without any switching, obtains power from the battery system(s). There shall be no interruption in power to the critical load upon failure or restoration of the mains AC power supply source.
- c) Recharge: Upon restoration of the mains AC power supply source, power to the rectifier/charger(s) initially is restricted by a gradual power walk-in. Following this relatively short power walk-in period, the rectifier/charger(s) power the inverter(s) and simultaneously recharge the battery. This shall be an automatic function and shall cause no interruption to the critical load.
- d) Static Bypass: If the inverter fails, or the inverter overload capacity is exceeded, or upon receipt of a manual transfer command from the user interface, and at this time the inverter is synchronous with the bypass, the inverter static switch shall perform a transfer of the load from the inverter to the bypass source with no interruption in power to the critical AC load. If the inverter is asynchronous with the bypass, the inverter static switch will perform a transfer of the load from the inverter to the bypass static switch with interruption in power to critical AC load. This

interruption must be less than 20ms (50 Hz), or less than 16.67ms (60 Hz), selectable.

- e) Off-Battery or Frequency Converter: If the battery system only is taken out of service for maintenance or the UPS is used as a frequency converter, it is disconnected from the rectifier/charger and inverter by means of an external disconnect breaker. The UPS shall continue to function and meet all the specified steady-state performance criteria, except for the power outage back-up time capability.
- f) Source Share Mode: A part of the critical AC load is supplied by mains AC input, and the remainder of the critical AC load is supplied by the battery. This mode shall be user-activated, and the ratio of the mains AC input power is programmable from 20% to 100% of the rated UPS power. This mode is mostly used in generator mode when a smaller generator is employed. This function will be activated through a dry contact signal that will intimate UPS that that is running on Generator.
- g) ECO Mode (for single UPS only): In economic operation mode, the bypass is the preferred source of the load while the inverter is in stand-by mode. This is a user selectable mode and possible only while the mains AC supply voltage is within an acceptable voltage window ( $\pm 10\%$ ) and frequency ( $\pm 2$  Hz). Failure of the bypass AC supply and frequency to remain within these pre-defined limits results in transfer of the load to the inverter. In this mode, the efficiency shall be 97%.
- h) Parallel (1+N Expandable): For higher capacity or higher reliability, the UPS outputs (3ph/4W) can be directly paralleled; parallel controllers in every UPS automatically share the load. Each UPS module shall be capable of operation in parallel and the maximum parallel capacity is up to six times the nominal load of each unit composing the system.
- i) Master/Slave Passive Redundancy (also known as Hot Standby): The master unit connects to the critical AC load and the slave unit connects to the bypass of the master unit.
- j) Auto-Restart Mode: If the battery system was completely depleted due to prolonged AC mains failure and the inverter shuts down when the battery reaches the End of Discharge Voltage (EOD), the UPS system can be programmed to auto-recovery after EOD after a set variable time. This mode and delay time is configurable via the service software or LCD panel.
- k) Maintenance Bypass: A second bypass circuit contained in the UPS cabinet identified as the maintenance bypass line is included to enable a raw mains supply to be made available to the load for carrying out a scheduled maintenance or troubleshooting. The bypass circuit is manually selected by switching the maintenance bypass power switch in the OFF position.

### **11.3.3 Performance Requirements**

The UPS is VFI classified (according to IEC 62040-3) producing an output waveform that is independent of both the input supply frequency and voltage.

### **11.3.3.1 UPS Module AC Input**

- A. Input voltage range for rectifier operation: 290-498 Vac
- B. Frequency Range: 45 - 65Hz
- C. Power walk-in: 5-300 seconds (selectable)
- D. Input Power Factor: should be  $>0.93$  (Select whichever is applicable) at full load.
- E. Input Current Limit: Maximum of 115% normal full load input current. (Selectable to 100% for generator operation.)
- F. Temperature Compensated Charging: Above 25°C the battery charge voltage shall be settable to reduce from 0 to 5mV per cell per °C in order to optimize the battery lifetime.
- G. Current Distortion: 5% at rated load

### **11.3.3.2 UPS Module AC Output**

- A. Load Rating: 100% continuous load rating at 40°C for combination of linear and non-linear loads as per IEC 62040-3 standard)
- B. Voltage Regulation: 1% steady state for balanced load, 5% for 100% unbalanced load as per IEC 62040-3, 5.3.1.
- C. Nominal Output Power Factor: 0.9 for KW rating of UPS. However, UPS module should be able to operate for load power factor from 0.8 lag to 0.8 lead with suitable de-rating factor.
- D. Frequency Regulation:  $\pm 1$ Hz synchronized with bypass source,  $\pm 0.01$ Hz free running or on battery operation.
- E. Frequency Slew Rate: 0.1 up to 1.0Hz per second (selectable)
- F. Efficiency: Defined as output kW / input kW at a load power factor of 0.9 lagging. Up to 93.0% efficient at full rated load.
- G. Phase Imbalance:  $120^\circ \pm 1^\circ$  el. for balanced loads.  $120^\circ \pm 1^\circ$  el. for 100% unbalanced loads
- H. Voltage Transients:  $\pm 5\%$  for 100% output load step (in accordance with IEC 62040-3).
- I. Transient Recovery Time: To within 1% of steady state output voltage within 20ms.
- J. Voltage Distortion (at 100% rated load with crest factor 3:1):  $<3.5\%$  Ph/Ph voltage total harmonic distortion (THDv)
- K. Overload Capability at Rated Output Voltage: At 25°C ambient temperature the UPS should be able to support following overload conditions.
  - 110% of rated load for 60 minutes.
  - 125% of rated load for 10 minutes.
  - 150% of full load for a minimum of 1 minute.



### **11.3.3.3 UPS System Bypass**

A. Voltage Range: +20% Upper Limit, -40% default Lower limit (other values should be selectable with software setting)

B. Frequency Range:  $\pm 10\%$  (other values should be selectable with software setting)

C. Earthing

The AC output neutral shall be electrically isolated from the UPS chassis. The UPS chassis shall have an equipment earth terminal. Provisions for local bonding are to be provided.

### **11.3.4 Environmental Conditions**

#### **11.3.4.1 Operating Ambient Temperature**

UPS: 0°C to 40°C without de-rating.

Battery: 25°C for optimum battery performance.

Storage/Transport Ambient Temperature UPS: -25°C to 70°C.

Battery: 20°C for optimum battery storage.

Relative Humidity 0 to 95%, non-condensing.

### **11.3.5 Electrostatic Discharge**

The UPS shall be able to withstand an electrostatic discharge compliant to IEC 801-2 level 3 (8kVA through air, 6kV contact) without damage to equipment or the connected load.

### **11.3.6 UPS Delivery Submittals**

The specified UPS shall be supplied with one (1) user manual to include details of:

A. Functional description of the equipment with block diagrams.

B. Detailed installation drawings, including all terminal locations for power and control connections for both the UPS and battery system.

C. Safety precautions.

D. Step-by-step operating procedures

E. General maintenance guidelines

The UPS shall be supplied with a record of pre-shipment final factory test report.

### **11.3.7 WARRANTY**

UPS Warranty

The UPS manufacturer shall warrant the unit against defects in workmanship and materials for 60 months from the date of commissioning.

Battery Warranty

Warranty for batteries will be 60 months from the date of commissioning.

### **11.3.8 QUALITY ASSURANCE**

Manufacturer Qualifications

A minimum of twenty years' experience in the design, manufacture and testing of solid-state UPS systems is required. The manufacturer shall be certified to ISO 9001 and ISO 14001.

### **11.3.9 Factory Testing**

Before shipment, the system shall be fully and completely tested to ensure compliance with the specification. Bidder to arrange for travel, Lodging, Boarding and local conveyance for the inspectors from OCAC for factory inspection.

### **11.3.10 Data COMMUNICATIONS**

A. SNMP/HTTP Network Interface Card: The UPS shall have an optional, internally fitted, Simple Network Management Protocol (SNMP) to provide real time status information over a 10/100 base T Ethernet connection.

B. RS-485 Interface Card: The UPS shall have an optional, internally fitted RS-485 interface card that will provide real time status information over a 2 or 4-wire RS-485 connection. This interface will support MODBUS, JBUS, and RTU protocol.

C. Relay Card: The UPS shall have an optional, internally fitted relay card that will provide real time status information of the following UPS conditions:

- UPS ON / UPS FAILURE
- UPS ON BATTERY
- UPS ON BYPASS
- BATTERY LOW

The relay card will function via a contact closure interface rated at 24Vdc, 1A. The card will allow interfacing with AS400 or remote monitoring devices, such as a Remote Alarm Panel.

Software Compatibility: The UPS shall have optional software for monitoring, control, and event management for almost all available operating systems. The available solutions shall provide:

- Users with basic UPS operating status plus automated shutdown of computers operating systems in the event of an extended power outage.
- Cost-efficient centralized monitoring and event management of UPS, environmental and Power systems that can utilize an existing infrastructure network.

### **11.3.11 Battery Circuit Breaker (BCB)**

Each UPS module shall have a properly rated circuit breaker to isolate it from the battery. This Battery Circuit Breaker is to be housed in a separate enclosure for wall mounting, or mounted inside an optional battery cabinet and must be installed as close as possible to the battery systems and UPS. It shall contain a BCB and a BCB control board. It shall function as required by the E.P.O. button and the BCB shall trip once the E.P.O. button is pressed.

### **11.3.12 Battery Cabinet/Rack: Batteries**

shall be housed in a suitable cabinet/Rack matching in height, and depth of the UPS modules.

External Battery Temperature Sensor:

To ensure temperature compensated charging to protect battery life, a battery temperature monitoring probe is necessary to monitor the battery enclosure temperature rise caused by the AC mains failure and of the battery's internal resistance when operating. The probe system includes one battery temperature sensor and one temperature transport.

Static Transfer Systems: To provide automatic dual source switching for redundant UPS units connected to two different sources of incoming AC power. It shall also provide isolation, distribution, computer grade grounding, and power monitoring to the critical loads.

## **12 Bill of Quantity**

<b>Bill of Quantity</b>			
<b>S. No.</b>	<b>Description</b>	<b>UOM</b>	<b>QTY.</b>
1.0	Supply, unloading, storing, shifting, installation, testing and commissioning of 300KVA UPS 3 Phase, 415 V, with isolation transformer inbuilt, as per specification	Nos	2
2.0	Supply, unloading, storing, shifting, installation, testing and commissioning of 2V-VRLA type Sealed Maintenance Free Batteries including Battery Racks, Battery Breaker or Battery distribution Box with fuses (for multiple battery banks per UPS) as required as per your design, Battery Interlinks and Battery to UPS cable of suitable size  Minimum VAH required is 310000	Nos	2
3.0	Buyback of UPS system ( Emerson make) 2 nos and 2V 760AH 408 numbers along with stand	Lot	1

### **13 Annexure: G-1**

(To be in company letter head)

#### Particulars of the Bidders

Sl. No.	Information Sought	Details to be Furnished
1	Name of the bidding Company	
2	Address of the Company	
3	Incorporation status of the firm (Public limited / Private limited, etc.)	
4	Year of Establishment	
5	Date of registration	
6	RoC Reference No.	
7	Details of company registration	
8	Details of registration with appropriate authorities for GST	
9	Name, Address, e-mail ID, Phone nos. and Mobile Number of Contact Person	
10	Roles & Responsibilities	

Name of the Bidder: .....

Authorized Signatory: .....

Signature:

Seal:

Date:

Place:

**14 Annexure: G-2**

(To be in company letter head)

Self declaration of not been declared blacklisted

RFP Enquiry No. OCAC-NEGP-INFRA-0016-2022-24030, Date 22/02/2024

To

The General Manager (Admn.)  
Odisha Computer Application Centre,  
OCAC Building, Plot No. N-1/7-D  
Acharya Vihar Square, RRL Post Office  
Bhubaneswar – 751013

Sir/Madam,

In response to the RFP Enquiry No. - RFP Enquiry No. OCAC-NEGP-INFRA-0016-2022-24030, Date 22/02/2024, Ms. /Mr. \_\_\_\_\_, as a \_\_\_\_\_, I / We hereby declare that our firm/organization/company \_\_\_\_\_ is having unblemished past record and have not been declared blacklisted by any Central/State Government/PSU institution and there has been no pending litigation with any government department on account of similar services. I/We further declare that our company has not defaulted in executing any Government order in the past.

Signature of witness    Signature of the Bidder

Date:    Date:

Place:    Place:

**15 Annexure: G-3**

(To be in company letter head)

Authorization Letter

RFP Enquiry No. OCAC-NEGP-INFRA-0016-2022-24030, Date 22/02/2024

To

The General Manager, (Admn.)  
Odisha Computer Application Centre,  
OCAC Building, Plot No. N-1/7-D  
Acharya Vihar Square, RRL Post Office  
Bhubaneswar – 751013

Sir/Madam,

Ms. /Mr. \_\_\_\_\_ is hereby authorized to sign relevant documents on behalf of the firm/organization/company in dealing with the RFP Enquiry No: RFP Enquiry No. OCAC-NEGP-INFRA-0016-2022-24030, Date 22/02/2024, She/he is also authorized to attend meetings & submit the commercial information as may be required by you in the course of processing above said application.

Thanking you,

Authorized Signatory

**16 Annexure: G-4**

(To be in company letter head)

Acceptance of Terms & Conditions Contained In the RFP Document

RFP Enquiry No. OCAC-NEGP-INFRA-0016-2022-24030, Date 22/02/2024

To

The General Manager (Admn)  
Odisha Computer Application Centre,  
OCAC Building, Plot No. N-1/7-D  
Acharya Vihar Square, RRL Post Office  
Bhubaneswar – 751013

Sir/Madam,

I have carefully gone through the Terms & Conditions contained in the RFP Enquiry No. OCAC-NEGP-INFRA-0016-2022-24030, Date 22/02/2024, for Upgradation of Power and Cooling Infrastructure at Odisha Computer Application Center.

I declare that all the provisions of this RFP document are acceptable to my company. I further certify that I am an authorized signatory of my company and am, therefore, competent to make this declaration.

Signature of witness

Date:

Place:

Signature of the Bidder

Date:

Place:



## **17 Annexure: G-5**

(To be in company letter head)

### Pre-Bid Queries Format

RFP Enquiry No. OCAC-NEGP-INFRA-0016-2022-24030, Date 22/02/2024

Name of the Bidder/Company: \_\_\_\_\_

Tender Fee Receipt No. \_\_\_\_\_ Dated \_\_\_\_\_ for ₹  
\_\_\_\_\_/--

GST NO: \_\_\_\_\_

Name of Person(s) Representing the Bidder/Company:

Name of Person	Designation	Email-ID(s)	Tel. Nos. & Fax Nos.

Company/Firm Contacts:

Contact Person(s)	Address for Correspondence	Email-ID(s)	Tel. Nos. & Fax Nos.

Query / Clarification Sought:

*RFP for selection of agency for supply, Installation and Commissioning of Uninterruptible Power infrastructure upgradation at SDC, OCAC*

Sl.No.	RFP Page No.	RFP Clause No.	Clause Details	Query / Suggestion / Clarification

Note: - Queries must be strictly submitted only in the prescribed format (.XLS/ .XLSX). Queries not submitted in the prescribed format will not be considered/ responded at all by the tendering authority. Also, kindly attach the colored scanned copy of the receipt towards the submission of the bidding/tender document fee.

**18 Annexure: G-6**

(To be in company letter head)

Format for List of Previous Work Orders Executed

RFP Enquiry No. OCAC-NEGP-INFRA-0016-2022-24030, Date 22/02/2024

SL. No	Name of Client	Name of the Project	Project Brief	Project Cost	Status (Complete/ In Progress/ Delay)
1					
2					
3					
.					
.					

Note: The information provided in the above table must supported by copies of relevant work

order and completion certificate.

Signature of witness    Signature of the Bidder

Date:    Date:

Place:    Place:

## **19 Annexure: G-7**

(To be in company letter head)

### Price Bid Letter

RFP Enquiry No. OCAC-NEGP-INFRA-0016-2022-24030, Date 22/02/2024

To

The General Manager (Admn),  
Odisha Computer Application Centre,  
OCAC Building, Plot No. N-1/7-D  
Acharya Vihar Square, RRL Post Office  
Bhubaneswar – 751 013

Subject: Submission of the Bid or Selection of Agency for Upgradation of Power and Cooling Infrastructure at Odisha Computer Application Center.

Sir/Madam,

We, the undersigned, offer to provide our services or Selection of Agency for Upgradation of Uninterruptible Power Infrastructure at SDC of Odisha Computer Application Center. In accordance with your RFP Enquiry No. OCAC-NEGP-INFRA-0016-2022-24030, Date 22/02/2024 and our bid document with Price Bid is attached in Annexure: G-8.

#### 1. Price and Validity

All the prices mentioned in our RFP are in accordance with the terms as specified in the RFP documents. We declare that our Bid Price is for the entire scope of the work as specified in the appropriate section in the RFP. All the prices and other terms and conditions of this Bid are valid minimum for a period 180 days from the date of opening of the Bid. Subject to further extended period as mutually agreed upon. We understand that the actual payment would be made as per the existing tax rates during the time of payment.

#### 2. Unit Rates

We have indicated in the relevant forms enclosed, the unit rates for the purpose of on account of payment as well as for price adjustment in case of any increase to / decrease from the scope of work under the contract.

### 3. Qualifying Data

We confirm having submitted the information as required by you in your Instruction to Bidders. In case you require any other further information/documentary proof in this regard before evaluation of our bid, we agree to furnish the same in time to your satisfaction.

#### Bid Price

We declare that our Bid Price is for the entire scope of the work as specified in the RFP. These prices are indicated at Price Bid attached with our bid as part of the Bid.

We understand you are not bound to accept any tender you receive.

We hereby declare that our bid is made in good faith, without collusion or fraud and the information contained in the bid is true and correct to the best of our knowledge and belief.

We understand that our bid is binding on us and that you are not bound to accept a bid you receive.

Thanking you,

Authorized Signature:

Name and Title of Signatory:

Name of Firm:

Address:

## 20 Annexure: G-8

(To be in company letter head)

Price Bid							
S. No.	Description	UOM	QTY.	Unit Rate in ₹	Amount without GST in ₹	GST in ₹	Total Amount with GST
			A	B	C=AxB	D	E=C+D
1.0	Supply, unloading, storing, shifting, installation, testing and commissioning of 300KVA UPS 3 Phase, 415 V, with isolation transformer inbuilt, as per specification including DCIM integration.	Nos	2				
2.0	Supply, unloading, storing, shifting, installation, testing and commissioning of 2V-VRLA type Sealed Maintenance Free Batteries including Battery Racks, Battery Breaker or Battery distribution Box with fuses (for multiple battery banks per UPS) as required as per your design, Battery Interlinks and Battery to UPS cable of suitable size  Minimum VAH required is 310000	Nos	2				
8.0	Buy back of existing 2 nos 300 KVA UPS, 2 banks of battery bank of 2v 760AH 204 cells, battery stand	Lot	1				
9.0	Any other item required to complete the activity ( bidder to add)	Lot	1				
	<b>GRAND TOTAL</b>						
<b>Amount in Words:</b>							

## **21 Annexure: G-9**

(To be submitted in OEM's letter head)

### Manufacturer Authorization Format

RFP Enquiry No. OCAC-NEGP-INFRA-0016-2022-24030, Date 22/02/2024

To

The General Manager (Admn),  
Odisha Computer Application Centre,  
OCAC Building, Plot No. N-1/7-D  
Acharya Vihar Square, RRL Post Office  
Bhubaneswar – 751 013

Subject: -Submission of Manufacturer Authorization Letter.

We <OEM Name> having our registered office at <OEM Address> are an established and reputed manufacturer of <hardware details> do hereby authorize M/s \_\_\_\_\_ (Name and address of the Partner) to offer their quotation, negotiate and conclude the contract with you against the above invitation for tender offer.

We hereby extend our full guarantee and warranty as per terms and conditions of the tender and the contract for the solution, products/equipment and services offered against this invitation for tender offer by the above firm and will extend technical support and updates / upgrades if contracted by the bidder.

We also confirm that we will ensure all product upgrades ( including management software upgrades and new product feature releases ) are provided by M/s .....for all the products quoted for and supplied to the OCAC during the three year product warranty period. Further we confirmed that the Equipment being quoted for the Tender in the bid should not be declared as End of Sale / End of Support on the date of submission of the bid. Service / Support including spares, patches etc. for the quoted products shall be available for the complete duration of the project or 5 years whichever is higher from the date submission of bid.”

<OEM Name>

*RFP for selection of agency for supply, Installation and Commissioning of Uninterruptible Power infrastructure upgradation at SDC, OCAC*

<Authorised Signatory>

Name:

Designation:

Note: This letter of authority should be on the letterhead of the OEM and should be signed by a person competent and having the power of attorney to bind the manufacturer. It should be included by the bidder in its Pre-qualification bid.



**22 Annexure: G-10**

Installation-cum-Acceptance Certificate

Bidder Name	
RFP Enquire No.	
Purchase Order No and Date	
Description of equipment	
Date of delivery of equipment	
Installation Date	
Serial No's of equipment Installed	
Acceptance of equipment	Equipment has been delivered and successfully installed & configured and commissioned as per our RFP requirements and all the systems are working satisfactorily. Accordingly the Equipment may be accepted.

Name of OCAC official: \_\_\_\_\_

Designation: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Seal:

## **23 Annexure: G-11**

### **Performance Bank Guarantee**

To

The General Manager (Admin)

Odisha Computer Application Centre

Plot No. - N-1/7-D, Acharya Vihar

P.O.-RRL, Bhubaneswar - 751013

EPBX: 0674-2567280/2567064/2567295

Fax: +91-0674-2567842

Whereas, << name of the agency and address >> (hereinafter called “the Bidder”) has undertaken, in pursuance of Order no. << insert contract no. >> dated. <<Insert date >> to provide Implementation services for << name of the assignment >> to OCAC (hereinafter called “the beneficiary”)

And whereas it has been stipulated by in the said contract that the Bidder shall furnish you with a bank guarantee by a recognized bank for the sum specified therein as security for compliance with its obligations in accordance with the contract;

And whereas we, << name of the bank >> a banking company incorporated and having its head /registered office at << address of the registered office >> and having one of its office at << address of the local office >> have agreed to give the supplier such a bank guarantee.

Now, therefore, we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of Rs.<< insert value >> (Rupees << insert value in words >> only) and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of Rs.<< insert value >> (Rupees << insert value in words >> only) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Bidder before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the Bidder shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This Guarantee shall be valid until << Insert Date >>)

Notwithstanding anything contained herein:

*RFP for selection of agency for supply, Installation and Commissioning of Uninterruptible Power infrastructure upgradation at SDC, OCAC*

Our liability under this bank guarantee shall not exceed Rs<< insert value >> (rupees << insert value in words >> only).

This bank guarantee shall be valid up to << insert expiry date >>)

It is condition of our liability for payment of the guaranteed amount or any part thereof arising under this bank guarantee that we receive a valid written claim or demand for payment under this bank guarantee on or before << insert expiry date >>) failing which our liability under the guarantee will automatically cease.

(Authorized Signatory of the Bank)

Seal

Date

## 24 List of Enclosures

RFP Enquiry No. OCAC-NEGP-INFRA-0016-2022-24030, Date 22/02/2024

Please check whether following have been enclosed.

Sl. No.	Enclosure description	Enclosed (Yes / No)	Annexure / Attachment / Page No. / Envelop No. of the Enclosure
1	Annexure-G1 Particulars of the Bidder		
2	Copy of Registration Certificate of the firm		
3	Organization Profile		
4	Self Declaration that the bidder hasn't been black listed by any Govt./PSU (Annexure-G2)		
5	Up-to-date Copy of GST Return of previous 3 Years		
6	Copy of GST Registration No & PAN No with Date		
7	Copy of the IT Return up to previous 3 Years		
8	Audited Balance Sheet and Profit & Loss Account statement for previous three years.		
9	Authorization Letter (Annexure-G3)		
10	Acceptance of terms and condition (Annexure-G4)		
11	List of previous work orders executed (Annexure-G6)		
13	Tender document fee in a sealed envelope (Super scribe tender document fee on the top of the sealed envelope) with pre-qualification bid.	DD No : Amount : Bank:	
14	Bid Security Declaration Form as per Annexure-12 in a sealed envelope (Super scribe EMD on the top of the sealed envelope) with pre-qualification bid.	:	
15	Price Bid Letter & Price Bid duly signed with sealed envelope. (Annexure-G7 & G8)		
16	Manufacturer Authorization Format (Annexure-G9) with pre-qualification bid.		
17	Performance Bank Guarantee (Annexure-G11)		