

**GOVERNMENT OF ASSAM**  
**Assam Society for Comprehensive Management System (AS-CFMS)**

F-Block, Assam, Secretariat, Dispur, Guwahati-781006

No.

Dated Dispur, the 18<sup>th</sup> Feb, 2022

**Sub: Invitation of quotations for supply of 12V Batteries and repair of 1 Online UPS for Finance Department Server Room, F block, Ground Floor**

1. AS-CFM Society under Finance Department, Government of Assam has sought Competitive quotation for supply and installation of batteries for the server room at, F Block, Ground Floor, Dispur.

**2. Technical Specification:**

Description (Battery)	Value
Quantity	64
Normal Voltage	12VDC
Battery Rating	26AH
Battery Type	SMF, VRLA (Sealed Maintenance Free)
Application of Usage	Online UPS
Dimensions(L*W*H)	166*125*175 in mm
Weight	8.08 Kgs
Warranty	24 months

**3. Important Dates:**

Issuance of Request for Quotation	From 10:00 A.M ... <del>2.9</del> ./2/2023
Physical verification of UPS to be repaired	During 11:00A.M to 12.00 A.M till last date of bid submission
Submission of Quotation	Up-to 2:00 P.M. <del>2.7</del> ...../02/2023
Opening of Quotations	..... <del>2.7</del> /02/2023
Collection of bid Document(soft Copy)	Finance Department Website Tender section & Latest Section <a href="http://www.finance.assam.gov.in">www.finance.assam.gov.in</a>
Collection of Physical bid document & Submission of Bid documents please contact	Mujammil Ali Assistant Section Officer Room No F-228, Finance Department

F Block Second Floor( During Office hours)
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#### 4. **Qualification criteria:**

- a. The bidder should have been registered with state Goods and Services Tax (GST). Copy of such certificate including Self-attested copy of PAN card shall be enclosed as a proof.
- b. Registration certificate of bidder under any suitable act e.g. shop and Establish Act, Company Act, Partnership Act etc. Copy of such certificate shall be enclosed as a proof.
- c. Bidder should have a functional registered Office within 10 KM radius of Consignee Location.
- d. Bidder should have a proper service set up with minimum 3 Technicians. Valid proof of appointment to be attached.
- e. The bidder must submit an affidavit/signed undertaking for not blacklisted by any other Government Organization.

#### 5. **Bid Price:**

- a. The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialing, dating and re writing will not be accepted.
- b. All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price.
- c. The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- d. The Prices should be quoted in Indian Rupees only.

#### 6. **Submission of Bids:**

- a. A bidder shall submit the quotation in one sealed envelope only.
- b. The bidder must mention full detail of specification of the items quoted. Mere mentioning words like " complying"/"compliant" is not sufficient.
- c. Envelope containing quotation must bear on the cover itself, name of item bidding for, name and full address with phone numbers of the bidder.

## 7. **Delivery Terms and Liquidated Damages / Punitive deduction:**

The selected bidder shall deliver and install all the batteries and repair the online UPS at the delivery locations as per specification above within 7 days after award of contract. For delays, the applicable rate is 0.5% per week and the maximum deduction is 5% of the contract price. On further delays, purchase order may be cancelled.

## 8. **Validity of Quotation**

Quotation shall remain valid for a period not less than 60 days after the deadline date specified for submission.

## 9. **Evaluation of Quotations**

AS-CFMS will evaluate and compare the quotations determined to be substantially responsive i.e. which are properly signed; and conform to terms and conditions, and Specifications.

## 10. **Award of contract**

- a. AS-CFMS will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
- b. Notwithstanding the above, AS-CFMS reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
- c. The bidder whose bid is accepted will be notified of the award of contract by AS-CFMS to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order

11. **Payment Terms:** 100% payment will be released after the bidder submits the delivery challan duly signed & stamped.

You are requested to provide your offer latest by ...2.7.../02/2023.

We look forward to receiving your quotations and thank you for your interest in this

project

**Signed by Jayant Narlikar**

**Date: 18-02-2023 16:26:59**

Project Director,  
ASPIRe, ASCFMS

F Block, Assam Secretariat, Dispur

Email Id : aspirepmu@gmail.com

FORMAT OF QUOTATION

Sl.No	Details of item	Quantity	Total Price (in INR)	GST and Other taxes payable	Total with GST
1	Supply and installation of 12V 26 AH batteries	64	-	-	-
2	Repair of one Online UPS	01	-	-	-
Total in (INR)					-

We agree to supply the above quantity of items & repair the online UPS in accordance with the specifications for the amount against each item as shown in the Price schedule, within the period specified in the Invitation for Quotations. We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery or collusive agreements with competitors.

Signature of Supplier