FOREST RESEARCH INSTITUTE-DEHRADUN

(INDIAN COUNCIL OF FORESTRY RESEARCH & EDUCATION)

P.O. NEWFOREST, DEHRADUN 248006

URL: http//fri.icfre.gov.in

TENDER DOCUMENT No. FRI/DDN/VII-73/BI & GIS/2009-10

for

Annual Maintenance contract (AMC)

of

UPS (Uninterrupted Power Supply)

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1. Tender Schedule

(a)	**Last date of availability of Tender Document for Sale**	**On 29h Dec.2009 upto12Noon (on all working days during working hours)**
(b)	Last date & time for submission of tender	30th Dec,2009 at 1500 hours
(c)	Date & time for opening of tenders	30th Dec,2009 at 1530 hours

Note:

1 In case the tender documents have been down loaded from the **http://fri.icfre.gov.in** website, an additional Demand Draft of Rs. 225/-(Rs.275/- if tender is required by speed post including 12.5% Uttarakhand Trade Tax) by **Crossed demand draft** in favour of the **Accounts Officer, FRI, Dehradun** be attached on account of fee for obtaining the tender document. This shall be non transferable/non refundable.

2 A revised tender document/corrigendum, containing the accepted changes, if any, shall be available from IT Cell , FRI free of cost. The vendors who have purchased the tender document shall be communicated the changes as per the address supplied by them. These changes shall also be available on the **http://fri.icfre.gov.in** website. The perspective bidders must keep themselves updated for such changes on the website.

2. **Instructions for bidders**

(a) The AMC prices be quoted in the attached list only and in no case any other price list shall been entertained.

(b) The bidders shall be free to inspect the machines during 0930 AM to 1700 PM on all working days till last date of sale of tender as given in the tender schedule. The FRI shall not be liable for any cost incurred on inspection of machines done by the bidder, however the Bio-Informatics & GIS Division, FRI shall provide all the locational details of hard ware listed in the **Schedule 1 .**

(c) In case the tender documents have been downloaded from the **http://fri.icfre.gov.in** and website an additional Demand Draft of Rs. 225/- in favour of **Account Officer, FRI** Dehradun, be attached on account of fee for obtaining the tender document. This shall be non-transferable / nonrefundable.

(d) The duly filled in tender documents are to be submitted on or before the last date and time of submission under sealed cover to:

Purchase Officer,
Forest Research Institute
P.O. New Forest, Dehradun–248006 (Uttarakhand)

3. **Check list for the bidders:**

a) The **first envelope** must enclose following documents and must be marked in bold letter as **"QUALIFYING & TECHNICAL BID"**

- **i)** E.M.D. of Rs.20,000/-(Rupees Twenty thousand only).
- **ii)** Documentary proof in respect of the current AMC of the Machines with the company for different organizations, one of which must be a government organization, in each of the years viz. 2007-08 and 2008-09.
- **iii)** Performance certificates for rendering satisfactory services in respect of at least three Maintenance Contracts handled by the bidder (with at least one certificate from a government organization having equivalent quantum of work) in each of the last two financial years.
- **iv)** Proof of Sales Tax paid for Assessment Year 2007-08 and 2008-09.
- **v)** PAN / TAN allotted to the company by the Income Tax Department.
- **vi)** Corporate Tax Clearance certificate for the last two financial years.
- **vii)** A certificate to the effect that the company is in the business of Maintenance of computer hardware for at least five (05) years (from the authorized signatory of the company).
- **viii)** Proof of registration as company/firm.
- **ix)** The firm should be **ISO-9001-2000** certified.
- **x)** The firm should have experience of five (05) years in the field of AMC of UPS in Government / semi govt. institutions of repute.
- **xi)** Deployment of one qualified hardware engineer at FRI on all working days during office hours i.e. 0900 to 1730 hrs would also be part of the AMC.
- **xii)** The hardware engineer's should passes qualifications three years diploma in computer hard maintenance from a recognized institute.
- **xiii)** Copy of income tax returns filed in financial year 2007-08, and 2008-09.
- **xiv)** Authorization for signing the tender documents/bids.
- **xv)** Any other documents in support of technical details.

b) The **Second envelope** must enclose the financial proposal and must be marked in bold letter as **"FINANCIAL BID".** Rates must be quoted for each type / make / capacity of UPS in the **Schedule1-1A&1B** only as per Performa**.** Financial bid shall contain rates only for each type/make /model of item and no other documents shall be enclosed with the financial bid

4 AMC FOR UPS(Uninterrupted Power Supply)

4.1 SCOPE OF WORK

(a) It is intended to shortlist a company for the award of the Comprehensive Annual Maintenance Contract (AMC) for the UPS as per the **Schedule 1** at FRI.

(b) AMC is comprehensive and will cover damage and burning of any part of the UPS and regular preventive as well as corrective services to all the UPS as per **Schedule 1**

(c) **For UPS. (Uninterrupted Power Supply)**

Corrective / Preventive maintenance will cover Hardware as well as all sort of software & virus related problems. The AMC will cover repair and replacement of all kind of cards and components inside the UPS including batteries, Card, cables, connectors, power outlets, etc. on comprehensive basis.

Only Genuine parts with same or higher capacity /configuration will be accepted, and these shall then become the property of FRI. In case If a machine is not repairable as per AMC list, the firm will provide the same or equivalent model/make/configuration UPS in running condition.

(d) The firm will take care of the operating system and all desired trouble shooting for proper working of UPS.

(e) The firm will depute at least one qualified and certified Resident Engineer with qualification of diploma in Computer Hardware / software, equipped with maintenance kits comprising of toolbox, diagnostic software & hardware, one pen drive and any other tools and a **two wheeler for early service in FRI campus due to the large area of the institute**. The fuel charges of the two wheeler / any other vehicle (of service engineer) will be paid by the concerned AMC firm only. The engineer will report to the Incharge, IT Cell, FRI on all working days from 9:00 a.m. to 5:30 p.m. In addition to this, the firm must have a local back up support of a qualified Personnel, to take responsibilities of excessive work load and be ready to provide expertise, in case of need. They may have to report even on holidays and after normal working hours during emergencies for which no extra charges would be paid. Engineer deputed shall be changed with the prior permission of the Incharge, IT Cell,FRI. Frequent changes of the engineer shall not be allowed.

(f) Preventive maintenance will be carried out during the last month of each quarter. This will include inspection of each UPS for any defects/problems there in and obtain a satisfactory working certificate from the users. All kind of cards, batteries and components inside the UPS including cards, cables, connectors, power outlets, etc. on comprehensive basis. On no account, equipment or its accessories shall be allowed to be taken out of its normal installed location. Only replacement of subassemblies of the whole unit on a like– by– like or later version basis will be permissible and there placement of such assemblies should be done with

the written approval of Incharge, IT Cell,FRI. No parts will be swapped between any two UPS.

(g) The firm will keep fairly good stock of components at the site with the resident engineers so as to minimize the down time of machines/equipments / UPS.

(h) The contractor shall provide new and original spare parts, assemblies and sub assemblies in place of such items which develop defects/suffer break down during the period of AMC. These replaced parts shall be of same or higher configurations by the firm at his cost after obtaining permission from FRI. The replaced part will be the property of FRI soon after installation.

(i) The contractor shall attend to rectify the minor complaints on the same day. In case of major complaints, the equipment shall be set right and restored in working conditions within two days for the date of reporting of the fault. However, after deciding that it is a major fault, a stand by unit shall have to be provided by the firm normally on the same day and, in case, not later than 12.00 noon on the following day, so that the work of the user / section does not suffer.

(j) The contractor shall be required to hand over all the equipment in working condition at the time of end/ termination of the contract, otherwise the equipment found faulty, shall be made good at his risk and cost, by arranging its repair from external agencies. The accrued cost on such repairs, if any, shall be deducted from the liable payments/performance guarantee as applicable.

4.2 GENERAL TERMS AND CONDITIONS

(a) While submitting the bid, the bidder shall be deemed to have read, understood and accepted all the terms and conditions stated in this Tender Document.

(b) The bidder shall indicate the complete address of the Company/Office and Service Centre along with the name (s) of the contact person (s) and their telephone/Fax/Mobile Nos. (s) and other particulars as per Form 3.

(c) The bidder will have to furnish Rs.20,000/(Rupees Twenty thousand only) as Earnest Money Deposit in the form of DD/FDR/Bank Guarantee/Bankers Cheque issued by any nationalized bank located at Dehradun, in favour of **Account Officer, FRI** valid for at least six months. EMD of the successful bidder is liable to forfeited as per rules, if firm fails to honour the contract when awarded.

(d) The date of opening of financial bids shall be intimated separately, only to the bidders declared successful in Technical bids.

(e) Acceptance of the bid shall be communicated to the successful bidder by a formal letter of acceptance.

(f) Commencement of Assignment shall be within seven days from the date of acceptance of offer at FRI, Dehradun.

(g) The successful bidder shall be required to sign a ‘Comprehensive Maintenance Contract for the period of one year’, on a stamp paper of Rs.100/to be furnished by the firm within **one week** of receiving communication regarding acceptance of the bid. The AMC will start from the **date of signing contract agreement**. In the tender document, the lists of hardware/ machines/UPS are not final. The actual / final inventory of UPS will be provided only after awarding the contract to the firm. In every Quarter of the year, the inventory of UPS may

vary (no. of items, makes etc.),if necessary.

(h) The successful bidder shall furnish, before signing the Contract, a Performance Guarantee issued by a Nationalized Bank in favour of **Account Officer, FRI Dehradun**, having validity of three months beyond the date of expiry of the Contract, for an amount equivalent to 15% of the total contract value. The Performance Bank Guarantee as per the Form 5 must be submitted along with the letter of acceptance within the stipulated time.

(i) The successful bidder shall submit a certificate within 7 days of the award of the contract, that all the equipments have been taken over by him failing which the EMD shall be forfeited.

(j) The Head, Bioinformatics & GIS division, reserves with him the right of addition and exclusion of machines in the AMC, at the start of each quarter, as and when required, under intimation to all concerned. The payment of the quarter shall be adjusted accordingly.

(k) In case the down time of machine increases beyond one working day, a penalty will be imposed at the rate of **Rs.100/- per day** beyond two days permissible down time per UPS unless time extension is granted by Incharge, IT Cell,FRI.

(l) The inordinate absence of the engineer shall invite penalty of **Rs. 200/- per day** to the firm. The engineer (s) may have to report after regular working hours and on holidays in case of emergency, for which the FRI shall not be liable to make any extra payments.

(m) It shall be the liability of the firm to carry out on site corrective maintenance and in No case it shall be allowed to take the machines out of the campus without the permission of Incharge, IT Cell,FRI.

(n) The resident engineers shall submit reports on a regular basis to Incharge, IT Cell, FRI, for all the machines and peripherals serviced/repaired/maintained during the quarter along with call slips/service slips/maintenance slips duly signed by the users. Separate reports shall be furnished for preventive and corrective maintenance.

(o) Initially the Maintenance Contract will be valid for a period of one year, but the Director, FRI will have the discretion to extend/curtail the contract period in the interest of FRI, as the situation may be.

(p) EMD of Rs.20,000/-(Rupee Twenty thousand only) is liable to be forfeited if wrong information is furnished as regards to the technical and financial proposals.

(q) Conditional tenders are liable to be rejected.

(r) Financial bid shall contain price only for each type/make /model of item and no other documents shall be enclosed with the financial bid. This should be in the prescribed format (Schedule1).

(s) The Director, Forest Research Institute, Dehradun reserves the right to accept or reject whole or any part of an offer without assigning any reason thereof to

- Reject any or all offers partly or wholly.
- Cancel or withdraw the quotation notice.
- Accept or reject any deviation from these conditions.

(t) The Director, Forest Research Institute, Dehradun is not bound to accept the lowest quote

4.3 CONTRACT

(a) The "Scope of Work" and "General Terms and Conditions" as given in this tender document shall form part of the contract.

(b) If any part of the contract does not correspond or agree with any other part, or if any question arises as to the meaning of the terms of the contract or as to the performance of the work, Director, FRI shall determine the matter and his decision shall be final and binding upon the parties hereto.

(c) The contract when executed by the parties hereto shall constitute the entire contract between the parties in connection with the works covered and shall be binding upon the parties hereto or upon either of them unless they said modification shall be in writing and duly executed by FRI and the firm.

(d) The contract shall not be assigned or sublet in whole or in part by the firm without prior written consent of Director, FRI. Any assignment or subletting of this contract by the firm or any interest therein, or of any money due or to be come due by reason of the terms here of, shall be null and void without prior written consent of Purchase Officer, FRI having been obtained.

(e) The Director FRI has the powers to cancel the contract at one week notice, if the services of the firm are found unsatisfactory or otherwise. The Director, FRI may discontinue the AMC after 1st or 2nd or 3rd or 4th quarter of the AMC period Or any time in between.

(f) This contract shall not be deemed an asset of the firm in any form.

(g) No legal proceedings to enforce any claim and no suite arising out of this contract shall be instituted except in a court of competent jurisdiction over Dehradun, Uttarakhand.

4.4 PAYMENT TERMS

(i) Payment will be made after the satisfactory completion of work in each quarter. The firm will submit bill in triplicate on completion of each quarter along with Preventive Maintenance Reports/Service Call Reports obtained from the users for the machines under contract. Payment will be released after scrutiny of these reports and the amount for unsatisfactory maintenance/penalty, if any shall be deducted which shall be binding on the firm. Payment will be made only after submission of both preventive and corrective maintenance reports by the firm. Both the reports should be submitted along with the call slips / service slips duly signed by the users of machines.

(ii) The payment is subject to TDS as per Income Tax Rules / Laws. The FRI shall deduct such taxes, duties and any other statutory levies imposed by the Government on such charges as may arise from the implementation of the contract agreement.

(iii) No claim on account of sales tax, service tax, VAT, work contract tax or any other taxes and duties presently in force for the material used for execution of the work awarded under the contract, will been entertained and all such taxes and duties shall be borne by the contractor himself.

(iv) The contractor / firm will have to provide performance Guarantee equal to 15% of total bid amount or contract value in the form of Demand Draft or FDR or Bank Guarantee of any of the Nationalized Banks located at Dehradun, in the name of **Account Officer** FRI, Dehradun valid for a month beyond the expiry of Contract. This must be submitted within seven days of award of contract.

(v) If the contractor violates any of these terms and conditions, the BG shall be liable for forfeiture, wholly or partly, as decided by **Account Officer**, FRI and the contract may be cancelled.

4.5 ARBITRATION

Except where otherwise provided in the contract all questions and disputes whatsoever in any way arising out of or relating to the contract or otherwise concerning the work or the execution or failure to execute the same whether arising during the progress of the AMC or after the completion or abandonment thereof shall be referred to the sole arbitration of the person appointed by the Director, FRI, Dehradun in this behalf at the time of dispute. There will be no objection to any such appointment that the arbitrator so appointed is an employee of FRI, or government servant or that he had to deal with the matters to which the contract relates or that in the course of his duties as employee of FRI, or government servant, he had expressed views on all or any of the matters in dispute of differences. The arbitrator to whom the matter is originally referred being transferred or vacation his office or being unable to act for any reason, shall be replaced by another person as decided by Director, FRI to act as arbitrator in accordance with the terms of the contract. Such person shall be entitled to proceed with the reference from the stage at which it was left by his predecessor. It is also a term of this contract that no person other than a person appointed by the Director, FRI should act as arbitrator and if for any reason, that is not possible, the matter is not to be referred to arbitration at all in all cases where the amount of the claim in dispute is Rs.50, 000/and above, the arbitrator shall give reasons for the award. Subject as aforesaid, the provisions of the Arbitration and Conciliation Act 1996 or any statutory modifications or re-enactment thereof and the rules made there under and for the time being in force shall apply to the arbitration proceeding under this clause. Services under the contract shall, notwithstanding the existence of any such dispute, question or controversy, continue during arbitration proceedings and no payment, due or payable by FRI or the firm shall be with held on account of such proceedings unless such payments are the direct subject of the arbitration. Reference to arbitration shall be a condition precedent to any other action at law.

4.6 PREPARATION OF PROPOSAL

(a) The proposals must consist of two separate sealed envelopes as follows:
The **first envelope** must enclose following documents and must be marked in bold letter as **"QUALIFYING AND TECHNICAL BID"**

(i) E.M.D. of Rs 20,000/-(Rupee Twenty thousand only) as earnest money deposited along tender document.

(ii) Documentary proof in respect of the current AMC of the Machines with the company, for different organizations/ Department, one of which must be a government organization, in each of the years viz. 2007-08 and 2008-09.

(iii) Performance certificates for rendering satisfactory AMC services in respect of at least three Maintenance Contracts handled by the bidder from Govt. Department/ other institutes (with at least one certificate from a government organization having equivalent quantum of work) in each of the last two financial years.

(iv) Proof of Sales Tax paid for Assessment Year 2007-08 and 2008-09.

(v) PAN/TAN allotted to the company by the Income Tax Department.

(vi) Corporate Tax clearance certificate for the last two financial years.

(vii) A Certificate to the effect that the company is in the business of Maintenance of UPS for at least five (5)years (from the Authorized signatory of the company).

(viii) Proof of registration as company/firm.

(ix) The firm should be furnished certificate of **ISO-9001-2000.**

(x) The firm should have experience of five (5) years in the field of AMC of UPS in Government institutions of repute.

(xi) Deployment of one qualified hardware engineer at FRI on all working days during office hours i.e. 0900 to 1730 hrs would also be part of the AMC.

(xii) The hardware engineer should passes qualifications three years diploma in computer hard maintenance from a recognized institute.

(xiii) Copy of income tax returns filed in 2007-08 and 2008-09.

(xiv) Authorization for signing the tender documents/bids.

(xv) Any other documents in support of technical details.

(b) The ***Second Envelope*** must enclose the financial proposal and marked in bold letter as "FINANCIAL PROPOSAL". Rates must be quoted for each type / capacity of UPS in the Schedule-1 only as per schedule. Financial bid shall contain rates only for each type/make /model capacity of item and no other documents shall be enclosed with the financial bid.

(c) *Only those firms which having their own well established set up at Dehradun with a team of qualified personnel would be considered for comprehensive AMC. OEM and their authorized representatives shall be given preferences.*

4.7 TECHNICALPROPOSAL

During the preparation of technical proposal, the bidder must give particular attention to the following:

i) The majority of the key professional staff proposed must be permanent employees of the firms.

ii) Proposed staff must have sufficient experience in maintenance and repair of machines.

iii) Alternative to key professional staff may be proposed with persons having equivalent qualification and separate C.V. with latest passport size photographs be submitted for each position.

iv) The enclosed forms, Schedule 1 duly filled in must be submitted along with the proposal.

v) Supportive documents showing at least five (5) years of experience of the firms in the field of servicing & maintenance of the specified hardware must been closed.

vi) The Technical Bid must enclose the following:

(Please see enclosed Form1to3)

a) A brief description of the firm in Form 3 and an outline of recent experience in assignment so far similar nature as per Form 2. The information on the assignment should indicate *interalia*, the profiles of the staff provided, duration, contract amount and organization involved.

b) Curriculum Vitae (C.V.) with photograph recently signed by the proposed key professional staff or an authorized manager in the parent office. Key information should include: year with the firm and degree). The bidding firm must have undertaken AMC work of similar of responsibility held in various similar assignments during the last five (5) years as per Form2.

c) Please also specify the list of technical persons, their qualifications and experience who do the maintenance work.

d) Please enclose the copy of technical qualification of two persons from the above list to been closed who will be deputed and shall take care of the onsite maintenance.

e) The bidding firm must have undertaken AMC work of similar magnitude in Government organization during past two financial years. Enclose copies in support of the same.

f) The bidding firm must possess an experience of at least five (5) years, in the field of support and maintenance of the specified hardware. Enclose copies of the supportive documents.

g) Undertaking by the firm on Form4 enclosed here in.

h) The firm should be furnished certificate of **ISO-9001-2000**.

4.8 SUBMISSION OF PROPOSAL

Qualifying and Technical Bid and Financial Bid should be sealed in two separate envelopes and then the two envelopes in turn sealed in a common envelope. The proposals should be clearly distinguished by writing on the cover, "Technical Bid" and "Financial Bid". The outer envelope must be clearly marked "DO NOT OPEN EXCEPT IN PRESENCE OF THE EVALUATION COMMITTEE" and “TENDER FOR ANNUAL MAINTENANCE CONTRACT OF UPS”

The proposal must contain no interlineations or overwriting except as necessary to correct errors made by the concerned themselves, in which cases such corrections must be initialed by the person or persons signing the proposal. Completed proposal must be delivered on or before the stated time and date.

4.9 PROPOSAL EVALUATION

The following procedure will be adopted in evaluating the proposals:

i) Checking of Qualifying Documents

Checking of qualifying documents and technical documents submitted along with the bid. This will be the first envelope, which shall be checked, and disqualification amongst these documents will lead to rejection of the proposal in toto.

ii) Technical Evaluation

The Technical committee of FRI will evaluate the Profile and technical competence of the firms/bidder on the basis of certain parameters given at para3 (a) & para4.6 of tender document.

iii) Financial Evaluation

a. Financial bids of only the firms technically qualified by the technical committee would be opened. The date & time of opening of financial bids will be notified later on.

b. Evaluation Criteria: The Financial bid will be evaluated on the basis of the total bid amount quoted in bundle price consisting of the UPS all clubbed in a single lot and not the items-wise / model-wise/make-wise lowest rates quoted by the bidders.

Purchase Officer

FRI, Dehradun

FORM 1
FORMAT OF CURRICULUM VITAE (C.V.)
FOR PROPOSED KEY STAFF

Proposed Position:……..

Name of Firm:…….

Name of Staff:…….…..

Profession:……..

Date of Birth:……..

Years with Firm:……Nationality:……..

Membership of Professional Societies:……..

……..……..…

Details of Tasks Assigned:……

Key Qualifications:

(Give an outline of staff member's experience and training most pertinent to task on assignment. Describe degree of responsibility held by staff member on relevant previous assignments and give dates and locations. Use up to half of a page).

.....

.....

Technical qualification:

(Summarize specialized qualification of staff member, giving names of institutes organizations, attended and degrees, diploma, certificates obtained. Use up to quarter page).

.....

.....

Employment Record:

(Starting with present position, list in reverse order, every employment held. List all positions held by staff member since graduation, giving dates, names of employing organization, title of positions held and location of assignments. For experience in last ten years, also give types of activities performed and client references, where appropriate. Use up to three quarter sofa page).

.....

……

Signature of the proposed key staff is attested by the employer firm

FORM 2

ASSIGNMENT OF SIMILAR NATURE & MAGNITUDE SUCCESSFULLY COMPLETED DURING LAST 5 YEARS

Outline of recent experience on assignments of similar nature

Sl. No.	Name of Assign-ment	Description and No. of machines handled/maintained	Cost of assign-ment	Date of commen-cement	Date of completion	Was assignment satisfactorily completed	Address of organization with Phone No. where assignment done
1	2	3	4	5	6	7	8

FORM 3

PARTICULARS OF THE TENDERER

1 Name of the Tenderer:_____

2. Head/Regd. Office Address:_____

a) Postal:_____

b) Fax. No.: _____

c) Telephone No.s (s): _____

d) Email Address: _____

e) Website Address:_____

3 Former name of Tenderer (if any):_____

4. Dehradun Office Address, if any: _____

a) Postal: _____

b) Fax. No.:_____

c) Telephone No.s (s): _____

d) Email Address:_____

5 Type of Organization : Individual/Partnership/Incorporated

6 (i) Year of establishment:_____

7 Amount of EMD deposited _____

a) Draft/Bank Guarantee No.: _____

b) Bank Detail: _____

c) Amount:_____

8 Name and address of the:_____
authorized signatory/:_____
contact person for this Quotation:_____

9 Whether letter of Authority for: _____
Attending bid opening enclosed with Quotation?

10 Whether PAN certificate attached?:_____

11 Sales Tax /VAT Regd. No.:_____

12 Whether the Tenderer has:_____
ISO Certification?
If yes/whether document attached in technical bid.

Signature of Bidder
Name
Office Seal

Date:
Place:

FORM 4

BID PROPOSAL SHEET

Tenderer's Proposal Reference No. & Date:_____

Tenderer's Name &Address:_____

Person to be contacted:_____

Designation:_____

Telephone No. Email : Fax No:_____

To:

Purchase Officer
Forest Research Institute
P.O. New Forest, Dehradun248006

Sub: **Annual Maintenance Contract for** UPS

Dear Sir,

1 We, the undersigned Tenderer (s), having read and examined in detail the bidding documents in respect of the above cited maintenance contracts as specified in the tender document.

2 All the prices mentioned in our proposal are in accordance with the terms as specified in the tender document. All the prices and other terms and conditions of this proposal are valid for a period of 90 calendar days from the last date of submission of bids.

3 We do here by confirm that our bid prices include all taxes including Income Tax, Professional Tax and Service Tax etc.

4 We have studied the Clauses relating to Indian Income Tax and hereby declare that if any Income Tax, Surcharge on Income Tax and any other Corporate Tax is altered under the law, we shall pay the same.

5 We have enclosed the earnest money in the form of Bank Draft amounting to Rs.15,000/- (Rupee Fifteen thousand only), it is liable to be forfeited in accordance with the provisions of tender document.

6 We further declare that the prices stated in our proposal are in accordance with your terms & conditions in the bidding document.

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

8 We hereby declare that in case the contract is awarded to us, we shall submit the performance Guarantee Bond in the form of Bank Guarantee as per terms of tender document.

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

10 Bid submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement.

11 We understand that you are not bound to accept the lowest or any bid you may receive or to place part order or to reject any bid or to cancel the tender without assigning reason whatsoever.

Thanking you

Yours faithfully,

(Signature)
Name:
Designation:
Business Address: Seal

Date: Name:

Place: Designation:

FORM 5

PROFORMAT FOR BANK GUARANTEE

(To be Stamped in accordance with Stamp Act if any, of the country for issuing bank)

Ref: _____Bank Guarantee:_____

Date: _____

Dear Sir,

In consideration of **Forest Research Institute, Dehradun** (Here in after referred as the 'FRI', which expression shall, unless repugnant to the context of meaning thereof include its successors, administrators and assigns) having awarded to M/s_____ (here in after referred to as the 'Vendor', which expression shall, unless repugnant to the context of meaning there of include its successors, administrators and assigns) resulting in a Contract Valued for _____ here in after called the 'Contract' and after the receipt of the Letter of Intent (LoI) dated _____with the Vendor and FRI having agreed the Vendor shall furnish to FRI a Performance Bank Guarantee for Rupees _____ (in words and figures) towards faithful performance of the Contract.

We_____(Name of Bank) having its Head Office at_ _____ (here in after referred to as the Bank), which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators executor sand assigns) do hereby guarantee and undertake to pay the FRI immediately on demand an or, all amount payable by the Consultant to the extent of _____ as

Aforesaid at any time up to _____ any demur, reservation, contest, resource or protest and/or without any reference to the consultant. Any such demand made by the FRI on the Bank shall be conclusive and binding notwithstanding any difference between the FRI and Vendor or any dispute pending before any Court, Tribunal, Arbitrator or any other authority. We agree that the guarantee herein contained shall be irrevocable and shall continue to been force able till the FRI discharges this guarantee.

The FRI shall have the fullest liberty without affecting in any way the liability of the Bank under the Guarantee, from time to time to vary the advance or to extend the time of performance of the Contract by the Vendor. The FRI shall have the fullest liberty without affecting this guarantee, to postpone from time to time the exercise or any powers vested in them of any right which they might have against the FRI and to exercise the same at any time in any manner, and either to enforce or to forbear to enforce any covenants, contained or implied, in the Contract between the FRI and Vendor any other course or remedy or security available to the FRI. The bank shall not be relieve of its obligations under these presents by any exercise by the FRI of its liberty with reference to the matters aforesaid or any of them or by reason of any other actor forbearance or other acts of

omission or commission on the part of the FRI or any other indulgence shown by the FRI or by any other matter or thing whatsoever which under lay would put forth is provision have the effect of relieving the Bank.

The Bank also agrees that the FRI at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor, in the first instance without proceeding against the vendor and notwithstanding any security or other guarantee that the FRI may have in relation to the vendor's liabilities.

Notwithstanding anything contained herein above our liability under the guarantee is limited to Rupees _____ (in words and figures) and our guarantee shall remain in force until _____(indicate the date of expiry of bank guarantee).

Datedthisdayof_____200__at_____

Signature & Seal of Authorized Signatory of Bank

FINANCIAL PROPOSAL FOR UPS **Schedule-1**

Sl. No.	Make/Model with capacity	Qty.	Quoted Rate of AMC per unit per annum (in Rs.)	Total Cost
1	Way 500 VA	18		
2	HI-FI 500 VA	15		
3	Uniline 500 VA	11		
4	Losar 500 VA	1		
5	RASE 500 VA	1		
6	TVS 500 VA	1		
7	POWER IN 600 VA	8		
8	HPS 600 VA	1		
9	ACE 600 VA	2		
10	SAFETECH 600 VA	2		
11	OLYMPYA 600 VA	1		
12	NUMERIC 600 VA	1		
13	MICROTECH 600 VA	1		
14	ITON 600 VA	2		
15	SERVERMAK 600 VA	1		
16	SAFEPOWER 600 VA	1		
17	RACE600VA	1		
18	ODYSSEY 600VA	2		
19	PALSTECH 600VA	1		
20	PROVEW 600VA	1		
21	UNILINE 600VA	1		
22	UNILINE 650	20		
23	WAY 650	2		
24	NUMERIC 1500 VA	1		
25	UNILINE 1600 VA	1		
26	LUMINOUS 800 VA	68		
27	CASE 1KVA	6		
28	WAY 1KVA	2		
29	NUMERIC 1KVA	1		
30	SERVOMAK 1 KVA	1		
31	APC 650 VA	53		
32	NUMERIC 5 KVA	2		
33	CASE 2 KVA	1		
34	HUGE 625 VA	1		
35	SERVOMAK 625 VA	3		
36	SAFETECH 625 VA	3		
37	CASE 625VA	3		
38	10 KVA	1		

1 Rates quoted are inclusive of all Taxes
2 TDS to be deducted as per Income Tax Rules.

(Signature)
Name:
Date: Designation:
Place: BusinessAddress:Seal