

**Uttarbanga Kshetriya Gramin Bank**  
**Head Office**  
**Sunity Road, Cooch Behar- 736 101**

**Objective-**

Uttarbanga Kshetriya Gramin Bank, Head Office, Sunity Road, Cooch Behar invites sealed tenders from authorized battery vendors/dealers/retailers, in respect of proposed Supply, installation and commissioning of Batteries for UPS installed in Bank branches / Offices situated in the districts of Cooch Behar, Alipurduar, Jalpaiguri, Darjeeling & Kalimpong.

**Submission of Tender-**

- 1) Interested battery vendor may quote their best prices and submit the sealed envelope super scribing “**Tender for supply and installation of batteries**” mentioning the date and time. The vendor shall seal the envelopes containing “**Technical Bid**” and “**Price Bid**” separately and the two envelopes shall be enclosed and sealed in an outer envelope.
- 2) Envelope containing Technical Bid must super scribe as “**Technical Bid for supply and installation of batteries**”
- 3) Envelope containing Price Bid (As per annexure-II) should be super scribing as “**Price Proposal for supply and installation of batteries**”

Place of Work	Branches / Offices under Cooch Behar, Alipurduar, Jalpaiguri, Darjeeling and Kalimpong Districts.
Quantity	As required by the branches / offices.
Battery Specifications	1. Sealed Maintenance free batteries (12V- 65AH) 2. Buy-Back of old Batteries
Warranty	Two Years
Time of Completion of Work/Delivery Period	One Week from date of receipt of order.
Payment Terms	100% Payment on submission of the following documents: 1. Delivery and installation of batteries. 2. Certificate from the branch/office for successful installation of new batteries and removal of old batteries/cartoon and superfluous material.
Tender Documents	The tender documents can be downloaded from Bank’s website <a href="http://www.ubkgb.org">www.ubkgb.org</a> on A4 size paper.
Date of issue of Tender	14.12.2018
Last date of Submission of Tender	21.12.2018 by 5.00 PM
Date of opening of tender	26.12.2018 or any other future date, at Head Office, Sunity Road, Cooch Behar.
Authority & Place of submission of Tender	General Manager, Uttarbanga Kshetriya Gramin Bank, Head Office, Sunity Road, Cooch Behar-736101.

**Uttarbanga Kshetriya Gramin Bank**  
**Head Office, Sunity Road, Cooch Behar**

The **Technical Bid** envelope must contain detailed technical specification of battery offered to the bank.

The **Price Bid** must contain the price rate as per the annexure –II and duly signed copy of annexure-I.

Bidders can quote prices only for 12V 65AH batteries. Bank reserves the right to accept/reject any make/price without assigning any reasons thereof.

The sealed tenders are invited from eligible bidders/concerns with following Terms and Conditions:

**Eligibility Criteria:**

1. Bidders should have minimum 2 years of experience in this line of activity.
2. Bidders should have supplied batteries to Public / Private sector institutions in the last one year and their service support should be satisfactory. Bidders must produce certificate from the Institutions.
4. Vendor must have the service centers / engineers locally within the districts of Cooch Behar, Alipuduar, Jalpaiguri, Darjeeling and Kalimpong.
5. Vendor must be Distributor/Dealer/Retailer/Supplier of Batteries.

**Conditions for Supply & Installation**  
**(To be signed and attached along with Sealed Quotation)**

1. **Date of commencement:** - The date of commencement shall be reckoned as the date of work order issued to the successful Bidder.
2. **Time of completion:** - The work shall be completed in all respect within a period of 1 **(One) week** from the issuance of work order.
3. **Liquidated damage:** - If the supplier fails to complete the job (supply, installation and commissioning of batteries) within the stipulated time, the bank will be entitled to charge liquidated damage @ 0.5% of the accepted contract sum per week subject to a maximum of 10% of the accepted contract sum.
4. **Validity Period: - The Price quoted shall be valid for a period of One Year.**
5. Order will be placed by Head Office as per requirement from time to time.
6. Delivery freight and all other similar charges shall be borne by the supplier and no separate payment shall be made on this account.
7. Item Rate should be inclusive of all taxes, cess, Octroi etc. whatsoever and bank will not entertain any claims of the supplier in this respect.
8. Old buyback batteries and Cartons/superfluous materials shall be removed from site at the cost of successful bidder after completion of job work and prior to submission of final bill.
9. Vendor has to provide the dully signed warranty cards of batteries to branch at the time of installation. Also vendor has to ensure that serial no. of batteries must match with the serial no. mentioned on warranty cards and batteries must be of current lot and genuine.
10. Any damage caused by the workman of the successful bidder to wall, ceiling, floors or existing furniture & fixtures etc. should be repaired at their cost.
11. Any materials found defective by the bank during or after execution of work shall be removed from site by the successful bidder and such materials should not be re-used in the work.
12. In case of extremely unsatisfactory execution, incompetence, bad workmanship, use of materials officially rejected by the bank, Bank is empowered to terminate the contract and engage separate agencies for completing the work on successful bidders risk & cost by serving 3 days notice to the successful bidder.
13. The successful bidder will observe all necessary precaution at his cost to safeguard the workers during execution of work.
14. The rates in the tender should be mentioned in figures as well as in words.
15. In case of Battery failure during warranty period, the vendor has to replace the batteries at their own cost within 2 days of receipt of information from Branch/Regional Office/Head Office.
16. The vendor has to replace the entire set of batteries within a week, in case multiple failures occur during warranty period.

**Signature of the bidder**  
**(With seal)**

[3]  
**FORMAT FOR SEALED QUOTATION**

**Annexure-II**

**Name of the Firm/Company**

**Contact No.**

**Tender for the Supply & Installation of Batteries at Uttarbanga Kshetriya Gramin Bank,  
 Head Office, Sunity Road, Cooch Behar (WB)- 736101**

S.No.	Description	Quantity	Rate /piece (Rs.)	Amt. (Rs.)
1	<b>Batteries (12V – 65AH)</b> Supplying, Installation and commissioning of 12V – 65AH Sealed Maintenance free batteries with Minimum two years warranty Make – (Specify battery type)			
	1. ....	1 (one)		
2	<b>Warranty Period</b>			
3	<b>Buy Back of old batteries (Less)</b> (12V -65AH)			
			<b>NET Amount</b>	

(Net Amount in Words:  
 Rupees.....)

**Note: Above rates includes all Taxes and Charges.**

**Signature of the bidder  
 (with seal)**