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A Government Engineering College
E-mail: pmecbam@gmail.com
Website: www.pmec.ac.in

PARALA MAHARAJA ENGINEERING COLLEGE
(An autonomous college affiliated to Biju Patnaik University of Technology, Odisha, Rourkela)
SITALAPALLI, BERHAMPUR, DIST- GANJAM, PIN – 761003

Tender Document for Supply, Installation, Testing and Commissioning of 60 KVA Modular UPS with 80 KVA cabinet at the Central Library PMEC, Berhampur.

PART I (TECHNICAL BID)

Submitted by

Name of the Bidder: _____

Postal Address for Communication: _____

Mobile No: _____ **Email Id:** _____

Date of availability of Tender Document : 04.02.2026
on the website

Last Date and Time of Submission of : 25.02.2026 up to 4 PM during Office Hours.
Tender by Registered/Speed Post Only

Cost of Tender Document : ₹10000/- (Rupees Ten Thousand Only)

Date & Time of Opening of Technical bid : 26.02.2026 at 11 AM

Date & Time of Opening of Price bid : To be notified and intimated after evaluation of technical bid

The Document is prepared by PMEC, Berhampur consisting of Pages-1 to 29. It should not be reused, copied, or used either partially or fully in any form. The information provided by the bidders in response to this quotation document will become the property of PMEC, Berhampur and will not be returned.

PARALA MAHARAJA ENGINEERING COLLEGE

(An autonomous college affiliated to Biju Patnaik University of Technology, Odisha, Rourkela)
SITALAPALLI, BERHAMPUR, DIST- GANJAM, PIN – 761003

No. PMEC/Estt./283

Date: 04/02/2026

TENDER CALL NOTICE

The Principal, Parala Maharaja Engineering College Berhampur, invites sealed bids from eligible bidders for the Supply, Installation, Testing and Commissioning of 60 KVA Modular UPS with 80 KVA cabinet at the Central Library PMEC, Berhampur.

Interested eligible Bidders may obtain detailed information with technical specifications from the website www.pmec.ac.in

Particulars about the submission of the bidding document are as follows:

- (a) Cost of bidding document: ₹ 10000/- (service tax is included) (non-refundable)
 - (b) The bidder has to submit a Demand Draft of **Rs. 1,50,000/-** in favour of “**The Principal, Parala Maharaja Engineering Berhampur**” drawn in any Nationalized Bank payable at Berhampur towards EMD.
 - (c) First date of availability of Bidding Document on the website: **04.02.2026**
 - (d) Last date and time for submission of bids: **25.02.2026 up to 4:00 PM**
 - (e) Time and date of opening of technical bids: **26.02.2026 at 11:00 AM**
 - (f) Time period for completion: 30 days from the date of issue of the work order
 - (g) Time and date of opening of financial bids: *Will be communicated to the successful bidders of the technical bid.*
 - (h) The authority reserves the right to reject any or all the bids without assigning any reason thereof.
 - (i) Other details can be seen in the detailed tender call notice.
 - (j) **If there are any technical queries, please contact the PIC (CCF) during the office hours only on any working day.**
- Contact No (M) : +91-94388 01526/ 96582 62014**

(k) Place of opening of bids: **IQAC Cell, Room No. 113 of PMEC**

(l) Address for communication:

Parala Maharaja Engineering College,

Sitalapalli, P.O:Tanglapalli, Berhampur-761003. Odisha, India.

Email id: procurement@pmec.ac.in /pmecbam@gmail.com/principal@pmec.ac.in

Principal

Terms and Conditions for Submission of Bid

1. **Bidder's Eligibility Criteria:** The bidder should verify its eligibility criteria as mentioned below before submitting the tender and enclose the required documents in the technical bid in the sequence listed below, to avoid rejection or disqualification of the tender. The bidder should meet the following criteria.
 - (a) The Bidder should be OEM (Original Equipment Manufacturer) or Authorized system Integrator/ Authorized Dealer of the OEM of the offered product. OEM has to submit up-to-date copy of the Industry Registration of offered products and Tax Registration Certificate issued by the competent authority. The Authorized Dealer has to submit OEM's authorization letter, in original, on the OEM's letterhead duly ink-signed by the authorized signatory of OEM (**Annexure I**).
 - (b) Original Equipment Manufacturer/Authorized system Integrator/Authorized Dealer for online UPS shall have a base with technical support function and service network across India. The Bidders have to submit OEM's authorization, in original, on the OEM's letterhead, in support of OEM's service/support centres located at Berhampur in the state of Odisha, duly ink-signed by OEM.
 - (c) Must have wide experience in providing online UPS preferably to NITs/IITs/reputed Research Laboratories/Government Institutions within India. Necessary supporting documents like purchase orders, work completion certificates, payment certificates, etc., for the last three years to this effect must be submitted along with the offer.
 - (d) The bidder should be a registered company making a profit for the last three years, having a good business track record. The average annual turnover of the company should be more than **₹15 Lakhs** for authorized dealer/distributor and **₹500 Crores** for OEM in the last three years from the sale of Desktop and Server Computers only.
 - (e) Bidder should furnish an undertaking confirming that the technical committee of the purchaser can visit the manufacturing unit of the bidder to evaluate technical aspect, production capacity/customization capability etc. before opening of financial bid.
 - (f) The bidder should be a registered firm in Odisha, having valid GST/CST/VAT/PAN/TIN/Service Tax etc.
 - (g) The bidder should submit documentary proof of the latest GST Return and EPF Challan.
 - (h) All after-sales support should be provided directly by the OEM through the bidder.
 - (i) The bidder should provide a 2-year comprehensive Warranty for online UPS and batteries.
 - (j) The bidder should not have been blacklisted by any organization.
2. Bidders may visit the college, at their own expense, in any working day during office hours so as to acquaint themselves with the (i) site conditions (ii) scope and extent of work etc where the job is to be carried out before quoting the rates.

3. The Bidder shall have the single point responsibility for the complete Turnkey solution, including supply, installation, testing, commissioning and maintenance.
4. The bidder should have the necessary ISO/BIS Certificates.
5. The bidder should have successfully executed a single order worth **₹15 Lakhs** or more for the supply of online UPS in any Central Government/State Government/PSU/Educational Institute, during the last three years.
6. **Cost of tender documents:** The tender documents can be downloaded from the Institute website **www.pmec.ac.in** and the bidders has deposit a Demand Draft equal to the cost of tender documents of ₹10000/- (Rupees Ten Thousand Only) (Non-refundable, Non-adjustable and Non-transferable) in favor of “Principal, Parala Maharaja Engineering College, Berhampur” drawn in any Nationalized Bank payable at Berhampur.
7. **Earnest Money Deposit:** The bidder shall deposit **₹1,50,000 as EMD** in the shape of a Demand Draft in favour of “**The Principal, Parala Maharaja Engineering College, Sitalapalli, Berhampur, Ganjam-761003 (Odisha)**” drawn in any Nationalized Bank payable at Berhampur. The EMD of the unsuccessful bidder shall be returned within 15 days of the finalization of the purchase order. The Institute shall not be responsible for any non-receipt of the EMD by post.
8. This tender document must reach to “**The Principal, Parala Maharaja Engineering College, Sitalapalli, Berhampur, Ganjam-761003 (Odisha)**” by the last date of submission under a sealed cover by registered/speed post only. The tenders received after the due date & time are liable to be rejected. The Institute is not responsible for any delay, loss or non-receipt of tender documents sent by post. Submission of tender by Hand/FAX/e-mail/Courier will not be entertained.
9. This tender document must be filled in completely and signed by the authorized signatory of the bidder on all the pages as acceptance of the guidelines, terms and conditions laid in this tender document; otherwise, the bid shall become invalid. (This document should be printed on both sides of the A4-sized paper sheet)
10. The signature at the end of each page of the tender document must be accompanied by his/her full name and role in the company (Sole proprietor/Partner/Director etc.)
11. The tenders shall be opened in the presence of the bidder or their authorized representative on the due date and time as specified in the tender document. The name and address of the representative authorized to attend the opening of the tenders on behalf of the bidder should be indicated in the tender. The representative so deputed should also bring with him a letter of authorization from the firm for having been authorized to be present at the time of opening of tenders and are required to sign an attendance sheet. Only one representative per firm shall be permitted to attend the opening of the tenders.

12. If the date of opening of the tender happens to be a holiday, a revised schedule will be notified. However, in absence of such notification, the tender will be opened on the next working day. The time and venue remain unaltered.
13. Any additional information, bidders wish to provide may be attached separately.
14. **Documents Comprising the Bid:** The bid prepared by the bidder shall be in English and shall comprise of two parts i.e. (1) The Technical Bid and (2) Financial Bid. In case, any bidder encloses the financial bid within the technical bid, the same shall be rejected.

Part I (Technical Bid): To qualify for the Technical bid, the bidder should have the minimum eligibility criteria as under and the bidder in this regard must submit the following documents in support of his eligibility criteria;

- (a) Demand Draft (non-refundable) towards the cost of tender documents in favour of “**Principal, Parala Maharaja Engineering College, Berhampur**” drawn in any Nationalized Bank payable at Berhampur. Demand draft towards EMD in favour of “**The Principal, Parala Maharaja Engineering College, Sitalapalli, Berhampur, Ganjam-761003 (Odisha)**” drawn in any Nationalized Bank payable at Berhampur. Both DDs should be made separately.
- (b) Duly filled-in Information Sheet of the bidder along with enclosures (**Annexure-II**).
- (c) Documentary proof such as PAN, Incorporation Certificate, Factory License and Trade Mark Certificate for their Brand Name, should be submitted
- (d) Profile of the organization along with the list of personnel including skills and competence in an organization.
- (e) Unconditional acceptance letter of undertaking for the terms and conditions of this tender documents in the prescribed format (**Annexure-III**)
- (f) Self-attested copy of up-to-date IT PAN of the firm, service tax and Odisha GST registration certificate etc., issued by appropriate government authority for the required services with sale.
- (g) Financial Status: The average annual turnover of the firm should be more than **₹15 Lakhs** in the case of an authorized dealer/distributor and **₹500 Crores** for OEM in the last three years. Copies of profit & loss account and balance sheet duly authenticated by a chartered accountant for the last three years.
- (h) Certificate along with documentary proof of latest GST Return, EPF Challan.
- (i) Copy of Income Tax return acknowledgement for the last three years.
- (j) Bidders should submit a copy of an up-to-date valid certificate of OEM/Business partner/ authorized system Integrator/Partner for the online modular UPS. Tender Specific authorized Letters from OEMs must be submitted.
- (k) Bidder should submit a declaration letter on OEM letterhead duly ink-signed and stamped, declaring that the supplied products are of **two-year** warranty.
- (l) List of user’s clients related to experience of execution of similar work in central/ state Govt

departments, PSU's, Autonomous bodies, Large Industrial, Educational campus, where similar services (supply and installation of online modular UPS) are provided by the agency for the clients along with address and telephone numbers with supporting documents like purchase orders, work completion certificate, payment certificate etc. for last three years to this effect must be submitted along with the offer (**Annexure-IV**)

- (m) The bidders must enclose an affidavit on Non-Judicial Stamp Paper of Rs. 100/- that he has never been blacklisted/debarred/banned for any of the products by any Government /Semi-Government /PSU/Banks/University/Educational institute/Autonomous body or punished by any court for any criminal offence/breach of contract and no police/vigilance enquiry/criminal case is pending against him or company/agency as the case may be.
- (n) An undertaking on the company letterhead regarding a **two-year** comprehensive warranty against manufacturing defects should be submitted by the bidder with tender documents.
- (o) The bidder should have a local Branch/Authorised Dealer at Berhampur, Odisha to provide prompt after-sales/service support. Details such as address, contact number, mail ids, GST No. etc. should be provided.
- (p) Technical compliance form for the technical Specification of items with make & model must be filled up properly without any ambiguity as per **Annexure-V** failing which the tender paper shall be rejected. The bidder has to furnish one make & one model of each item looking into the compatibility of the system. The bid shall be rejected quoting more than one make/model.
- (q) Detailed literature along with the make, model, design, datasheet, pamphlets/catalogue and performance curves as applicable.
- (r) Copies of ISO 9001, ISO 14001, ISO 45001, ISO 50001, is to be attached.
- (s) Copy of BIS certificate.
- (t) Document in support of e-waste management and green environment efforts.
- (u) Other Annexures duly filled in and signed with official seal and any other document in support of the eligibility of the bidder.

Part II (Price Bid): The price bid shall specify the following.

The price bid for the Supply, Installation, Testing and Commissioning of 60 KVA Modular UPS with 80 KVA cabinet at the Central Library PMEC, Berhampur as per technical specification and scope of work in Indian Rupees only as per **Annexure- IX**.

15. Submission of Tender: Sealing and Marking of Bids

- (a) The tender is liable to be cancelled, and the EMD shall be forfeited in the event of any failure to comply with any of the clauses of the terms and conditions of this tender call document or in the event of the bidder withdrawing his offer before/after finalization of this selection process. A bid without the required EMD amount will be summarily rejected.

- (b) Bid along with the prices shall remain valid initially for a period of 365 days from the date of opening of Part II of the tender. The bid valid for a shorter period shall be rejected by the Institute as non-responsive.
- (c) To assist evaluation and comparison of the bids, the Institute, at its discretion, may ask the bidder for clarification of the bid. The clarification and response from the bidder shall be in writing.
- (d) The Institute reserves the right at the time of award of the order to increase or decrease the quantity of the goods and services specified in the schedule of requirements without any change in unit price of the ordered quantity and to exclude specific goods listed in the schedule of requirements from the order.
- (e) The Institute reserves the right to reject any or all the tenders without assigning any reason, and the decision of the Institute shall be final and binding.
- (f) The Institute reserves the right to call the bidders and conduct negotiations, if necessary and has the right to select more than one bidder, one bidder for one or more items at its discretion.
- (g) Any deviation in specification, terms and conditions shall not be entertained. The institute reserves the right to add/delete/change/modify any of the specifications, terms and conditions of this tender call document if it is necessary during the process of execution of the work.
- (h) The Institute reserves the right to order all or part or none of the items and/or services given in this schedule. The Institute also reserves the right to order additional services based on the rates finalized as a result of this tender.
- (i) At any time prior to the date of submission of tenders, the Institute may, for any reason or decision, modify the terms & conditions of the tender document by a corrigendum displayed on the website of PMEC (www.pmec.ac.in). In order to provide reasonable time to take the amendment into account in preparing their bid, the Institute may or may not at its discretion, extend the date and time for submission of tenders.

16. Evaluation Process: The process for the selection of a successful bidder would be determined as follows;

Stage 1: Technical Evaluation of Bids

- (a) Detailed technical evaluation shall be carried out by the Technical Evaluation Committee pursuant to conditions in the tender documents to determine the responsiveness of each tender. For this clause, the substantially responsive bid is the one that confirms all the eligibility and terms and conditions of the tender without any material deviation. The institute's determination of bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence. The institute shall evaluate the technical bids to determine whether they are complete, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are in order.

- (b) The technical evaluation committee may call the responsive bidders for discussion or presentation to facilitate and assess their undertaking of the scope of work and its execution. However, the committee shall have sole discretion to call for discussion/ presentation.
- (c) Financial bids of only those bidders who qualify the technical criteria will be opened, provided all other requirements are fulfilled.
- (d) The Quoted price should be inclusive of all i.e. supply and installation value at P MEC Berhampur. The financial bid rates will be arrived at from the rate quoted for the supply of online modular UPS. Only this rate will be taken up for financial bid comparison, and the lowest evaluated financial bid will be declared as the successful bidder, and the order will be awarded to the successful bidder.
- (e) A bid determined as subsequently non-responsive will be rejected by the institute.
- (f) P MEC, Berhampur shall have the right to accept or reject any or all tenders without assigning any reason thereof.

Stage 2: Financial Evaluation and Comparison of Bids

- (a) The financial bid shall be opened only for those bidders who are technically eligible as enumerated earlier. The financial bids shall be opened in the presence of representatives of technically eligible bidders, who may like to be present. The Institute shall inform the date, place, and time for the opening of the financial bid.
- (b) The rates must be quoted as per the format prescribed. The quoted price must be inclusive of all taxes, including GST, freight, packing, forwarding, transit insurance etc. and must be shown clearly against each entity for delivery at the site. The installation, commissioning, demonstration and training shall be at the supplier's cost.
- (c) Bidder shall quote the rate price of all taxes and other costs while quoting for the tender in “**Part -II: Financial bid**” to be kept in Envelop No. 2. Income Tax will be deducted at source from the bills as applicable.
- (d) Arithmetic errors shall be rectified on the following basis. If there is a discrepancy between the unit price and total price, the unit price shall prevail and the total price shall be corrected by the institute. If there is a discrepancy between words and figures, the lesser amount shall be considered valid. If the supplier does not accept the correction of the errors, their bid shall be rejected.
- (e) Quoting the minimum rate just for acquiring the tenders will not be the only criterion for the award of the contract. Therefore, bidders should carefully assess the work before offering the rates. The tenders will be evaluated based on total cost.
- (f) The purpose of bid evaluation is to determine a substantially responsive bid with **the lowest evaluated price**, but not necessarily **the lowest submitted price**, which should be recommended for award.

- (g) The total evaluated cost will be the total cost required for the work in **Annexure-VII**, which will be considered for the ranking/evaluation.
- (h) The PMEC, Berhampur does not bind itself to accept the lowest bid or any bid and reserves the right of accepting the whole or any part of the bid or portion of the job offered, and the bidder shall provide the same at the rate quoted. The PMEC, Berhampur reserves the right to reject any or all offers received in response to the tender or cancel or withdraw the tender notice without assigning any reasons whatsoever.

17. Bid Price and its validity

- (a) The bidder shall give the total composite price inclusive of all levies and taxes (inclusive of taxes).
- (b) The bid is strictly on an item rate basis. However, the college may increase or decrease the quantity before placing the order, without assigning any reason thereof.
- (c) The bidders must quote the final rates in unambiguous terms in Indian Rupees only. No foreign exchange will be made available by the institute.
- (d) Bidders are requested to quote their prices on firm & fixed basis for the entire period of the contract. Bids of the firms received with prices quoted on a variable basis shall be rejected without assigning any reason, and no communication in this regard shall be made.
- (e) The tender, along with the prices, shall remain valid initially for a period of 365 days from the date of opening of Part II of the tender, which period may be further extended by mutual agreement in writing by the bidder and the bidder shall not cancel or withdraw the tender during this period.

18. Award of Contract: Placement of Order

- a) The institute shall consider the placement of the purchase order for the job which has been found technically, commercially and financially acceptable. The Institute reserves the right to counter offer price against the price quoted by any bidder.
- b) The evaluated lowest bidder will be awarded the purchase order to supply the 60 KVA Modular UPS with 80 KVA cabinet at the Central Library PMEC, Berhampur.

19. Performance Bank Guarantee

The successful Bidder shall furnish Performance Bank Guarantee within 21 days after the issue of the purchase order for an amount equal to 5% (Five Percent) of the Contract Price in favor of “Principal, Parala Maharaja Engineering College, Berhampur” issued by any Nationalized Bank valid for a period of 60 days beyond warranty obligations (60 months) (**Annexure-VI**).

The Performance Bank Guarantee shall be refunded after sixty (60) months from the date of successful completion of the work as per order.

No interest will be paid on the Performance Bank Guarantee/ Earnest Money Deposit.

The Performance Bank Guarantee is liable to be deducted/forfeited for any or all the following reasons:

- i. Unusual delay in complying the service request (if any).
- ii. Termination of contract or delivery defaulters.
- iii. Any default, failure or negligence in fulfilling the contract, Losses incurred by the Purchaser during warrantee period.

20. Payment Terms

- (a) No advance payment is allowed by the Purchaser to the supplier for any deal.
- (b) The Institute will make payment through online mode (NEFT/RTGS etc.) to the supplier.
- (c) No interest on any deferred claim arising out of this purchase shall be payable in any case whatsoever. No payment will be made for goods rejected at site during installation and commissioning.
- (d) The standard payment terms (subject to recoveries, if any) upon submission of required documents shall be as follows:
 - (i). The supplier should submit the bills in triplicate on printed forms only. The billing must be done with GST billing norms.
 - (ii). The 90% of the billed amount will be released only after receiving the items in good condition, successful installation, and commissioning of the Modular online UPS on the central library premises as per the specification, along with other terms and conditions stipulated in the purchase order and certified by PIC (CCF).
 - (iii). The balance 10% will be released after 60 days of satisfactory on-site performance from the final date of installation and commissioning of Modular online UPS against the Bank Guarantee of 5% of the total project value.
 - (iv). All payments will be released based on separate invoices submitted to the college by the bidder.

21. Standard Warranty

The bidder will provide 2-years Standard Warranty/guarantee for Modular online UPS (**Annexure-VII**). However, if any individual component has a standard warranty of more than two years offered by manufacturers, the same will prevail.

- (a) The successful Bidder has to warrant that the Modular online UPS supplied under this Contract is new, unused, of the most recent or current models and incorporates all recent improvements in design and materials unless provided otherwise in the purchase order.
- (b) The successful Bidder further has to warrant that the Modular online UPS supplied under this Purchase order shall have no defect arising from design, materials or workmanship (except when the design and/or materials required by the Institute's specifications) or from any act or omission of the successful Bidder, that may develop under normal use of the supplied goods.
- (c) The Modular online UPS, including the accessories supplied as per the technical specification

as mentioned in the bidding document, should carry a standard warranty (including all spares and accessories) for a period mentioned in this document. During this period, the successful Bidder shall replace all defective parts/accessories/consumables, and undertake a stipulated number of preventive maintenance visits to every user installation site. The cost of spare parts for all replacements has to be borne by the successful Bidder during the warranty period. The items that are not covered under warranty should be mentioned along with the rate of the items.

- (d) The prospective Bidder shall submit an undertaking from the Original Equipment Manufacturers (OEM) that they are willing to provide spare parts for the period of warranty if awarded. The OEM shall also ensure continuity of service to their product, in the event of a change in dealership or the Bidders, their existing dealers couldn't provide service during the warranty period. The undertaking from OEM is an essential document forming part of the Technical Bid, without which the tenders will be rejected summarily in the first round itself.
- (e) After-sales service centre in Berhampur (Odisha) should be available as a part of the pre-qualification, and the Bidder shall provide proof of their capability to undertake such maintenance/replacement within the stipulated time.
- (f) The successful Bidder shall provide preventive maintenance as per the frequency mentioned in this document during the warranty period. The Bidder shall attend any number of breakdown/replacement calls as and when informed by the institute authority without any extra cost.
- (g) Upon receipt of such notice for replacement/breakdown from the institute, the successful Bidder shall, within the period as specified in this document, and with all reasonable speed, replace the defective goods or parts thereof, without cost to the college.
- (h) If the successful Bidder, having been notified, fails to rectify the defect(s) within the period specified in this document, the Institution may proceed to take such remedial action as may be deemed necessary, at the successful Bidder's risk and cost and without prejudice to any other rights which the Institution may have against the successful Bidder under the contract.
- (i) Failure to replace in time or failure to attend the stipulated preventive maintenance visit or failure to replace the defective equipment or to provide stand-by equipment if the fault/down time exceeds the stipulated period or to ensure the stipulated up-time in a year shall lead to forfeiture of the performance Bank Guarantee and/or may lead to blacklisting/debarring of the defaulting Bidder.
- (j) The equipment that requires a quality assurance test shall be done free of cost immediately after installation, during the comprehensive warranty period, by the demand of the user and also when major spares are replaced.
- (k) Any mandatory approval required for installation shall be obtained by the successful bidder in liaison with the respective authorities.

- (l) The Bidder shall undertake on-site servicing of the Modular online UPS every year as part of the after-sales service during the period of warranty, or on demand from the user.
- (m) The Bidder shall also have to submit whether periodic replacements of consumable items are required for the proper functioning of their quoted Modular online UPS. If yes, they should submit the list of such consumables along with the price list and frequency of replacement per year if the same is not replaced free of cost during the warranty/guarantee period.
- (n) The offered warranty also includes:
 - (i). Visits to the user institutions at frequencies prescribed as part of preventive maintenance.
 - (ii). Quality Assurance tests (if applicable).
 - (iii). The cost of labour for all replacements/ and all spares required for replacement during replacements of all kinds of accessories
 - (iv). The exclusion of warranty of any vital equipment parts will be compared with offers of other Bidders during the evaluation of the bids, and this may be taken into consideration in deciding the successful Bidder on the basis of expert advice.

22. Other Conditions

- (a) The successful bidder shall submit full address with phone no., fax no. and e-mail ID of the Contact person for after-sales service.
- (b) The consignee shall not adopt a call log procedure for call logging through the IVR system of the OEM for service or complaint launching.
- (c) The successful bidder is required to take care of the change in technology and supply a higher version of the hardware available at the time of delivery at the same total cost as per the order. The operating manuals and tools must be supplied.
- (d) No interest on any deferred claim arising out of this purchase shall be payable in any case whatsoever. No payment will be made for goods rejected at the site during installation and commissioning.
- (e) The Purchaser will not pay separately for transit insurance. The supplier is completely responsible for the delivery of goods in perfect condition and shall replace/ rectify the missing/defective parts, if any, at his own cost.
- (f) The purchaser shall not assign or transfer the contract, the benefit or burden thereof to any other person(s) or corporate body. The supplier shall not underlet or sublet to any person(s) or corporate body for the execution of the contract or any part thereof.
- (g) The goods to be door-delivered to the Institute under the contract and shall be fully insured against loss or damage incidental to the manufacture or acquisition, transportation, storage & delivery of the goods from the Warehouse / Factory / Ex- shop of the supplier to the delivery on "All Risk" basis including war Risks and Strike.
- (h) All bidders should watch and follow our website www.pmec.ac.in for any updates.

- (i) The Institute reserves the right to cancel an item as ordered or cancel the whole order, if the college does not agree to a change of specification suggested by the bidder or if the bidder is not able to supply an item as per the changed specification required by the college or if there is no agreement on the revised price.
- (j) The Institute may reject the bid even if it is accepted, but the successful bidder fails to execute any of the terms and conditions mentioned herein.

23. Jurisdiction and Right to Amend Rules: The Institute reserves the right to amend the rules of operation whenever and wherever considered necessary and appropriate. The same shall be intimated to the firm in due course. The Institute rules shall be binding for the execution of the contract. Further, in case of any dispute arising out of or in connection with the aforesaid contract, either during the subsistence of the contract or thereafter, the Principal of the Institute is the sole arbitrator to decide the same, and his decision is final and binding on both parties. If differences persist even after attribution and there are compelling reasons to go to the court, it will be decided in the proper Court of Law at Berhampur, Ganjam District only within the State of Odisha.

24. Odisha Small Manufacturing Enterprises (OSMEs): Micro and Small Manufacturing Enterprises located in Odisha (OSMEs) shall be given relaxation as per Odisha Procurement Preference policy for micro and Small Manufacturing Enterprises-2023 (MSME Department Notification No. 566/MSME dated 24.01.2024). To avail such relaxation the bidder must produce a valid Udyam Registration Number (URN) and submit an undertaking in the shape of an affidavit in the format as given in **Annexure VIII** along with the technical bidding document.

25. Delivery & Billing Address : The Principal,
Parala Maharaja Engineering College,
Sitallapalli, PO: Tanganapalli, Berhampur,
Dist. Ganjam (Odisha) 761003.

SCOPE OF WORK

The scope of the work is to Supply, Installation, Testing and Commissioning of 60 KVA Modular UPS with 80 KVA cabinet at the Central Library PMEC, Berhampur.

Overview of installing Desktop Computers:

1. Prior to commissioning, verify that each component has been installed according to the tender requirement and test.
2. Arranging tools, tackles, machinery, test instruments, consumables, skilled manpower, etc. complete in all respects for installation, testing, and commissioning of the system by the bidder.
3. The materials offered by the Bidder as covered under the specifications of this work shall be fully in Compliance with the requirements stated herein.
4. Chases, holes & drilling works, etc. shall be done using power-operated tools at the cost of the Contract. No extra will be paid for the same.
5. The PMEC and its representative shall have the right to inspect and test the modular online UPS at all stages of installation, testing, and commissioning. During Site Acceptance Tests, the performance of the modular online UPS as a whole shall be measured and documented. A list of all equipment, spares/components etc. shall be prepared. If during the 'Site Acceptance Test' any defect is noticed in the modular online UPS , the Bidder shall rectify/ replace the same to the satisfaction of PMEC at no extra cost.
6. The Supplier shall be liable to complete all installation and commissioning of modular online UPS at the site within 30 days from the date of receipt of the purchase order. All packing must be opened at the site and handed over to the consignee, at the supplier's cost in the presence of our Technical Committee Member (s)/ PIC (CPF).
7. Installation and Commissioning shall include the following:
 - (a) Installation of the modular online UPS with manufacturing equipment/accessories should be done by the bidder as per OEM's manual/instructions.
 - (b) It will be the responsibility of the bidder to provide all necessary spares and consumables, which may be required during installation and commissioning, at no extra cost to the purchaser.
 - (c) The bidder is to bring their own instruments required for installation, testing, and commissioning, which can be taken back after completion.
 - (d) Installation must be completed within 30 days after delivery on site.

- (e) The bidder should provide all necessary raw materials and consumables for running the system during commissioning.
 - (f) A completion certificate regarding the commissioning of modular online UPS to be furnished by the bidder.
 - (g) After completion of the work a joint inspection report is to be submitted duly signed by the bidder and Technical Committee Member (s)/ PIC (CCF) of the Institute.
 - (h) The bidders will have to follow all the security instructions applicable from time to time. The engineer should have OEM certification to install and maintain IT equipment. If he is found guilty of any violation of security norms, he will be liable to be prosecuted under the law.
8. All replacement/servicing/fixing of the modular online UPS shall be carried out only by the contractor / Bidder. PMEC Berhampur shall not permit or allow any party other than the authorized contractor / successful bidder to handle or deal with the equipment.
9. Replacement/servicing shall mean the replacement of damaged components and maintenance of the entire/total modular online UPS for proper functioning.

Annexure-I

OEM AUTHORISATION LETTER

Original Equipment Manufacturer's authorisation letter (in Original Letter Head of OEM)

To
The Principal,
Parala Maharaja Engineering College,
Sitalapali, Berhampur,
Ganjam-761003

Subject: Direct Manufacturers Authorization

Ref: Tender No:

Name of Work: Supply, Installation, Testing and Commissioning of 60 KVA Modular UPS with 80 KVA cabinet at the Central Library PMEC, Berhampur.

Dear Sir,

We, an established and reputable manufacturer of online modular UPS having a Corporate/Registered office at (address of OEM) do hereby authorize..... (name of bidder) and having their office at (bidder's address) as our representative to submit the above bid _____ dt _____ and subsequently negotiate and sign the contract with you for the supply of 60 KVA Modular UPS with 80 KVA cabinet at the Central Library PMEC, Berhampur manufactured by us and authorize the said firm to act on our behalf in fulfilling to supply, install, train & commission and provide all technical support and maintenance obligation as required by the contract.

We also hereby undertake to provide a full guarantee/ warranty Contract as agreed by the bidder in the event, the bidder is changed or the bidder fails to provide satisfactory after-sales and service during such period of Comprehensive Warranty/ and to supply all the spares/accessories/consumables/material/labour etc. during the said period through the appoint bidder by PMEC Berhampur.

We also hereby declare that we can manufacture and supply the quantity of the equipment tendered within the stipulated time and provide service to install, and commission through the bidder

We Also Compiled the Technical data sheet attached with the authorized signature and company seal.

Yours faithfully,
for

Signature of the Officer Authorized to sign this Document on behalf of the OEM.

Annexure- II
Information Sheet of the bidders

S/L	Description	To be filled-in by the supplier
1	Bidder is an OEM or Authorized system Integrator	OEM or Authorized system Integrator
2	Name with Full Postal Address, phone No./e-mail of bidder	
3.	(i) If the Bidder is an OEM, he has to submit copy of Industry Registration of offered products and Tax Registration Certificate issued from competent authority. (ii) If the bidder is an Authorized system Integrator, he has to submit OEM's authorization letter (MAF), in original, on the OEM's letter head duly signed by authorized signatory.	
4	Contact Person (s) details with Phone No/Mobile No authorized during the tender Opening	
5	Details of Service Centre/Contact Person a) Full Postal Address of Service Centre in Bhubaneswar/ Berhampur Only b) Full Postal Address of Contact Person with phone No./FAX/e-mail	
6	Copies of IT return of last three years	
7	Copy of balance sheet of last three years duly audited and certified by Chartered Accountant.	
8	Copy of annual turnover statement certified by a CA.	
9	PAN No & TIN No of the OEM/ Authorized Dealer (Attach copy)	
10	Odisha GST registration details and up-to date filed return (Attach copy)	
11	BIS and ISO certification	
12	Details of DD towards the cost of tender documents Issuing Bank: Branch Name: Branch Code: DD No: Date of Issue: Payable at: Date of Expiry:	
13	Details of DD towards EMD Issuing Bank: Branch Name: Branch Code: DD No: Date of Issue: Payable at: Date of Expiry:	
14	Undertaking to provide all after-sales support	

DECLARATION: We hereby certify that the information furnished above is full and correct to the best of our knowledge. We understand that in case any deviation is found in the above statement at any stage, the tender is liable to be rejected.

Annexure - III
Undertaking by the Bidder for unconditional acceptance of terms & Conditions

To
The Principal,
Parala Maharaja Engineering College,
Sitalapali, Berhampur, Ganjam-761003.

Subject: Tender documents for Supply, Installation, Testing and Commissioning of 60 KVA Modular UPS with 80 KVA cabinet at the Central Library PMEC, Berhampur.

Dear Sir,

We have carefully examined and gone through the full content of the tender documents and have visited the installation site of the works and have acquired the requisite information affecting the tender. We hereby offer to quote and execute the works by the guidelines, terms and conditions laid down in the tender documents and accept **unconditionally** all the terms and conditions laid down in the tender call documents published on the website.

We warrant that the goods to be supplied under this contract as per the complete technical specifications laid in the tender call notice are new, unused, of the most recent or current models, and incorporate all recent improvements in design and materials and all the services configured shall trouble-free function. In case of non-observance of any of the guidelines, terms and conditions mentioned in this tender document by us, we understand that our tender/purchase order (as the case) may be cancelled.

We further undertake that none of the Proprietor/Partners/Directors of the Agency/agency was or is Proprietor or Partner or Director of any Agency with whom the Government have banned /suspended business dealings. I/We further undertake to report to you immediately after we are informed but in any case not later than 15 days, if any Agency in which Proprietor/Partners/Directors are Proprietor or Partner or Director of such an Agency which is banned/suspended in future during the currency of the Contract with you.

The information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

We understand that you reserve the right to accept or reject any or all the tender either in full or in part without assigning any reason thereof.

We hereby agree to supply, install, test and commission of 60 KVA Modular UPS with 80 KVA cabinet at the Central Library PMEC, Berhampur abiding by all terms and conditions of the tender document if we are offered to execute the contract and in default thereof, to forfeit and pay to you such sums of money as are stipulated in the conditions contained in the tender together with the written acceptance of the contract.

Full Signature of Bidder

Place:

Date:

Annexure-IV

List of clients

(To whom works of similar scope, **each costing not less than ₹15 Lakh** has been completed in the last 3 years.)

S N	Details	Details of Client (1)	Details of Client (2)	Details of Client (3)
1	Project name, location and address			
2	Name, Address and telephone numbers			
3	Brief description of the work			
4	Contract No. /copy of purchase order (Enclose copy)			
5	Value of Contract as completed (Rs. in crores)/Payment Certificate			
6	Date of issue of purchase order			
7	Stipulated period of completion			
8	Actual date of completion of work			
9	Work Completion Certificate			

(Add more columns in case of more than 3 clients)

Annexure-V

Specification

The specification mentioned here is the minimum, any better specification will also be accepted. A list of some known/approved makes for Online Modular UPS as given below is indicative.

List of Approved Makes

Sl. No	Description of item
1	UPS: APC/Numeric etc or equivalent make of repute
2	Battery: Exide, Amar Raja, Quanta etc

Additional Terms and Conditions (ATC)			
Sl No.	Condition	Details	Compliance (Y/N)
1	Manufacturer	The OEM/bidder should be a supplier of UPS Systems for the last 10 financial years as on Feb 2025 & need to produce supporting order copy.	
2	Certifications	The product quoted by the OEM/bidder should be UE/CE Certified. ISO 9001 2015, ISO 14001 2015, ISO 45001	
3	Turn Over	The OEM should have an annual turnover of Rs. 500 crores for the last three financial years.	
4	Net Profile	The OEM/bidder should have net profit for the last three consecutive financial years as on 31.03.2025	
5	Experience Criteria	The Bidder or its OEM should have regularly manufactured and supplied same Products to any Central /State Govt Organization / PSU / Public Listed Company for last 3 years.	
6	SLA	Dedicated toll free Telephone No for Service Support: BIDDER/OEM must have Dedicated toll Free Telephone No. for Service Support.	
7		Escalation Matrix For Service Support: Bidder / OEM must provide an Escalation Matrix of Telephone Numbers for Service Support.	
8		The OEM should have an Odisha GST number with a service centre of a minimum of 7 locations in Odisha, including the consignee's location, to attend to the complaints. All engineers should be under the OEM's payroll.	
9		The bidder should have an Odisha GST number & be available near the consignee location (Berhampur, Ganjam, Odisha) for immediate support/service (within 1-2 hrs) as required to attend the complaint.	

10	OEM Service centre must be available at the consignee location (Berhampur, Ganjam, Odisha), not the authorised / 3rd Party operated service centre.
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SPECIFICATION FOR Online Modular UPS

Technical Details of 60 KVA MODULAR UPS	
General Specification	
Nominal Power (KVA)	60kva UPS, 80kva Cabinet / Frame
Active Power (KW)	60 KW
UPS Type	Modular (6.7kva x 9 modules)
Future scalability	UPS can be scalable up to 80 KVA in the same/single Cabinet. Other cabinets will not be allowed.
Isolation transformer	80 KVA External Isolation Transformer at Input
UPS Topology	On-line double conversion VFI-SS-111
Hot Swap Capacity	The power modules can be replaced without transferring the load to BYPASS.
Controller	Redundant controller should be there.
Neutral	Neutral Passing Through
Efficiency	$\geq 96\%$
Eco Mode	98%
Output wave from main run	Sinusoidal
Output wave from battery run	Sinusoidal
Bypass Type	Static and Electromechanical
Transfer Time	Zero
Output Power Factor	Unity
INPUT	
Nominal Voltage	380/400/415 Vac3Ph +N+PE
Voltage Range	-0.75
Frequency	50Hz $\pm 3\%$ (autosensing)
THDi	$< 3\%$ (at 100% of nominal load)
OUTPUT	
Nominal Voltage	380/400/415 Vac 3Ph+N+PE
Overload capability @max PF	
10 mins	115% load
60 sec	135% Load
Efficiency	Better than 94% at 50%-100% varying load

Bypass	Automatic and manual maintenance bypass
3 phase neutral to ground voltage	120% continuous & 1000% for ≥ 10 mil sec
frequency	50 Hz $\pm 1\%$
output voltage harmonics distortion	$< 0.5\%$ THD max at 100% linear load & $< 1\%$ THD max at 100% nonlinear load
COMMUNICATION	
Standard	LCD Display, LED Indication, RS232 port, RS485 port, USB, Dry Contact
Others	SNMP Card
Back-up time: 30 minutes	Minimum VAH 62000
ENVIRONMENT	
Operating Temperature for UPS	0 degree C – 40 degree C
Relative Humidity Range	0-95 % (non-condensing)
Noise Level	< 60 dB
Battery	
	12 Volt/130ah SMF battery with breaker backup upto 30 minutes
MECHANICAL & MISCELLANEOUS	
Technology, Rectifier/booster/inverter	IGBT
Standards	EN 62040-1, EN 62040-2, EN 62040-3
ISO and Other Certifications	UPS should comply with ISO 9001, 140001, 27001 and PEP certification.
Operational & Maintenance Manual	The UPS unit batteries shall be scalable & replaceable without shutting down the critical load.
Protection	Input Under Voltage, Input Over Voltage, Battery under voltage, O/P short circuit protection, Output over voltage, Output under voltage, Output over current, Bypass Over Voltage, Bypass under voltage
Control Mechanism	ON/OFF for I/P, O/P, Bypass mode, Local & Remote Location Emergency & Normal Shutdown
Mode of Operation	Normal, Battery, Automatic Bypass: The automatic bypass shall be used to provide transfer of critical load from the Inverter output to the bypass source. This transfer, along with its retransfer, shall take place with no power interruption to the critical load. And Manual Bypass: There will be a positional sense supplied to alert users that the UPS is in manual bypass.
Service Centre	Company should have their own service centre in consignee location.
The UPS shall utilise modular power protection technology designed to allow internal redundancy, scalability of power and runtime, and fast mean time to repair (MTTR).	

The UPS frame(s) should be capable of the configuration as per the requirement and future scalability in a single frame itself.
The system power train shall be comprised of hot-swappable, user-replaceable Power Module and 10% Battery charger circuit power modules, which shall operate in parallel, and be configurable for N+1 redundant operation at rated load.
UPS shall have separate power input feeds for the AC/DC converter / Rectifier and internal static bypass switch.
UPS shall have built-in protection against under-voltage, over-voltage and overcurrent, including lightning surges introduced on the primary AC source and Voltage and current surges on the output caused by load transfer between itself and an external synchronised source.
All metering and alarms with timestamping shall be available through RS232 and Ethernet.
The UPS shall also be capable of an Ethernet port to communicate by means of network communications to gracefully shut down one or more operating systems during a low battery situation.
Warranty will be 2 yrs on UPS and Battery.
Bidder / OEM should be ISO Certified.

Annexure-VI
BANK GUARANTEE FOR PERFORMANCE SECURITY

To
The Principal,
Parala Maharaja Engineering College,
Sitalapali, Berhampur,
Ganjam-761003

WHEREAS (name and address of the supplier) (herein after called “the supplier”) has undertaken, in pursuance of contract no..... dated to supply (description of goods and services) (herein after called “the contract”).

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognised by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we 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.....(amount of the guarantee in words and figures), 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 (amount of guarantee) 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 supplier 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 thereunder or of any of the contract documents which may be made between you and the supplier 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 the day of, 20.....

(Signature of the authorized officer of the Bank)

.....

Name and designation of the officer

.....

Seal, name & address of the Bank and address of the Branch

ANNEXURE - VII
WARRANTY MAINTENANCE CONTRACT AGREEMENT.

THIS AGREEMENT made the.....day of, 20__ between the “The Principal, Parala Maharaja Engineering College Berhampur” (hereinafter “the Purchaser”) of the one part and M/s..... (here in after called “the Supplier”) of the other part:

WHEREAS the Purchaser invited bids for certain Goods & ancillary services viz, supply and commissioning of the instruments & equipment at Berhampur including Comprehensive Warranty Maintenance Services and has accepted a bid by the Supplier for the instruments & equipment specified below at the Consignee site including Comprehensive Warranty maintenance Services for a period of 2 (Two) year from the date of installation & commissioning of the instruments & equipment as per award of Contract No..... dated

Name of the Equipment and machineries Qty

(To be filled in as per details of goods in the award of Contract)

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. Maintenance Services shall consist of Preventive and Corrective maintenance of equipment specified above & will include repair and replacement of parts free of cost.
2. Preventive maintenance, monthly, once, which includes:
 - a. Check-up to ensure that device connection is proper, cabling is in proper condition etc.
 - b. Cleaning of the above instruments & equipment and checking the System Performance.
3. The Supplier is to furnish the tentative schedule of the preventive maintenance of the Warranty Maintenance Contract (WMC) to be carried out.
4. The parts replaced must be new parts or equivalent in performance to new parts.
5. The Supplier will also provide the same maintenance service in case of the movement of equipment from the place of original installation to a different place or location, if the equipment is shifted by the Purchaser to another place or location at the cost and risk of the purchaser.
6. Any complaint informed through telephone must be acknowledged with a Complaint No. by the Supplier, which will be noted by the Consignee. All further contact with the Supplier on such a complaint will be initiated through that Complaint No. Once rectification is done, that No. will be cancelled by both parties. A register is to be maintained by the Supplier where complaints are to be noted along with the Complaint No.
7. The maintenance shall normally be done at the earliest.
8. The Service Engineer of the Supplier will be allowed to handle the respective plant & machineries only in the presence of the officer in charge at the Consignee site.
9. The Supplier should ensure that the maintenance job is not hampered/delayed due to paucity of spares/inadequate manpower etc.
10. The Supplier should submit the services call report to the Consignee for every service call without fail.
11. The Supplier evaluation data format for the WMC of Consignee systems may be filled up for necessary action.
12. All formats after filled up should be signed at the end of each page by the Supplier.
13. After completion of the work/repair/maintenance, the Purchaser shall issue a certificate of completion to the supplier to that effect.

Signature
For the Purchaser
Name:
Designation:
Address:
Telephone No:

Signature
For the Supplier
Name:
Designation:
Address:
Telephone No:

Annexure-VIII

(Odisha Procurement Preference Policy for Micro and Small Manufacturing Enterprises' 2023 [See para I (B)])

BIDDER'S AFFIDAVIT

(Applicable to Bidders who fall under the definition of Odisha Small Manufacturing Enterprises)

I, Shri/ Smt/ Ms..... (Designation) of (name of the Bidder Enterprise)..... solemnly state the following.

1. That annual turnover of my enterprise is less than ₹ 50 cr.
2. That my enterprise has a valid Udyam Registration bearing No..... within the jurisdiction of the State of Odisha
3. That manufacturing plant/unit of my enterprise is located in Odisha in Village/Town/City....., Block/ULB....., Dist
4. That the goods for which I am submitting this bid are manufactured in the above-mentioned manufacturing plant/unit of my enterprise.
5. That the goods to be supplied by my enterprise shall be its own manufactured goods.
6. That my enterprise shall not supply goods which are not manufactured by my enterprise.
7. That my enterprise has not been blacklisted/debarred by any Government organization from participating in the current procurement process.
8. That my enterprise comes under the definition of Odisha Small Manufacturing Enterprise (OSME), as defined in the policy, and is, therefore, eligible for preferences and relaxations provided in the policy for OSMEs.
9. That I am submitting this affidavit in response to the tender No.....datedinvited by (Organization Name)..... for supply of (item name).....

I certify that all information furnished by me as above are true and correct. If any information is found to be incorrect, I and my enterprise shall be liable for any punitive action as deemed appropriate by competent authority.

Date

Signature of Bidder
Name of the Bidder
Address
Mob No.
E-mail:

PART II (PRICE BID)

Annexure-IX
(On the letterhead of the Firm)
Financial Bid/Price Bid Undertaking For Online Modular UPS

Dear Sir,

1. I/we,..... submitted the financial bid for Tender No.....dated.....for “Supply, Installation, Testing and Commissioning of 60 KVA Modular UPS with 80 KVA cabinet at the Central Library PMEC, Berhampur.
2. I/we thoroughly examined and understood instructions to tenders, scope of work, terms & conditions given in the tender document and agree to abide by them.
3. I/We hereby offer to execute the jobs at the following rates.
4. I/We, undertake that I/we are not entitled to claim any enhancement of rates on any account during the tenure of the completion of the work.

Sl No	ITEM	QUANTITY	UOM	UNIT PRICE in ₹	AMOUNT in ₹	GST in ₹	Total Amount including Tax in ₹
1	60 KVA Modular UPS with 80 KVA cabinet and batteries	1	No's				
2	12 Volt, 130AH battery	40	No's				
Total price including tax							

Note: The quantities mentioned against each item are indicative only and subject to change; however, the above-mentioned quantities shall be used for financial evaluation.

Name & Sign of Bidder along with address:

Note:

1. Above rates shall include GST, all applicable taxes, fees, duties, levies, transportation charges, insurance charges, installation charges, material charges, labour charges and all other charges required for the successful completion of work.
2. Price Bid shall not contain any condition whatsoever and any conditional bids shall be rejected.

Place:

Date:

Signature of Bidder
Business Address
Seal of the Bidder