

# **Tender Document**

for

**Purchase of batteries (120 AH/12V SMF and  
26AH/12V SMF) under buyback of older/dysfunctional  
batteries**

**No. NAU/DR/05/2018-19**



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कृषिमुला ऋद्धिः

**I/C Professor and Head,  
Food Quality Testing Laboratory,  
Navsari Agricultural University,  
Navsari-396 450**

### **Tender Notice for Purchase of Batteries**

Sealed quotations are invited by I/C Professor and Head, Food Quality Testing Laboratory, Navsari Agricultural University, Navsari from the manufacturer/authorized dealers/suppliers for the purchase of batteries (120 AH/12V SMF and 26AH/12V SMF) under buyback of older/dysfunctional batteries (No. NAU/DR/05/2018-19). The details of technical specification of said batteries and complying terms and condition of purchase under this tender can be downloaded from the website <http://www.nau.in>.

Tender Fee	Rs. 1500
Earnest Money Deposit (EMD)	3% of tender value
Last date for submission of tender	28/09/2018 up to 17:00 Hrs
Bid Validity Period	180 Days

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## **Terms and Conditions of the Tender for purchase of SMF Battery**

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- 01 Bids are invited from the **manufacturer/authorized dealers/suppliers** for purchase of batteries with buyback offer for existing battery along with duly furnished information, tender fee and EMD.
- 02 The quoted batteries should be of national and international reputed brands such as Exide, Panasonic, quanta or equivalent brand with following specification:
- 120 AH/12V SMF Battery (Quantity; 20)
  - 26AH/12V SMF Battery (Quantity; 15)
- 03 The tender is invited with the buyback offer of the old and unserviceable/dysfunctional batteries without any warranty/ guarantee. Without quoting the buyback rate, the submitted bid should be treated as invalid and will be cancelled straightway without any further clarification. The specification of batteries under buy back is as follows:
- 120/100 AH/12V SMF Exide Battery (Quantity; 20)
  - 18AH/12V SMF Battery (Quantity; 15)
- 04 The bidder has to visit at FQTL for onsite physical assessment of the old and unserviceable/dysfunctional batteries as well as the compatibility of the quoted batteries to the existing UPS during office hours. If the supplied batteries found incompatible or below par to its specification at the time of supply or on latter stage, the FQTL reserved right to demand a compatible version of such batteries or deal will be considered null and void and order will be cancelled.
- 05 The bidder should not be blacklisted by any Government or Semi Government organization.
- 06 **Period of Warranty:** The bidder must provide comprehensive onsite warranty for minimum 3 years from the date of installation of batteries. In case of any defect in supply or any performance related problem observed during warranty period, the bidder shall have to replace the defected battery with new battery of same technical specification without any additional cost to the purchaser. Further, any complaint shall be attended within a response time of 48 hours on 24X7 basis.
- 07 **Work specifications:** The successful firm is required to dismantle the old batteries and install the new batteries. No assistance from the department will be provided in this regard. For taking away, the buyback batteries, bidder will have to inform at least two working days in advance of the intended date of lifting of the buyback items. The bidder has to bring his own vehicle for lifting the items and have to employ his own labour, bags and other items as required for packing and lifting of the materials. No assistance will be rendered in this regard by the tenderer. The bidder will be responsible for cleaning the area from where the batteries are lifted
- 08 **Tender fee:** The bidder has to submit Rs. 1500/ as non-refundable tender fee in the form of Bank Draft only, in favour of “Assistant Administrative Officer, NMCA”, payable at Navsari.
- 09 **Earnest Money Deposit (EMD):** Bidder has to submit 3% of tender amount as EMD in the form of Bank Draft only, in favor of “Assistant Administrative Officer, NMCA”, payable at Navsari which is refundable after completion of the tender procedure. However, earnest money will be forfeited in case of bidder withdraws or modifies the offer after opening the tender document.
- 10 **Security Deposit:** Successful bidder has to submit 5% of purchase order as a Security Deposit in the form of Bank Draft only, in favor of “Assistant Administrative Officer, NMCA”, payable at Navsari. The amount of security deposit will be refunded after three years of installation. But the security deposit will be forfeited if, Successful bidder fails to supply the items within the delivery period and/or supplier fails to comply specifications of battery and/or supplier is not providing satisfactory post sale services and support or fail to replace the defective batteries before warranty period.
- 11 Bidders must have to quote their supply and buyback price in specified format (**Appendix-I**)
- 12 The rates must be of F.O.R. to our Office including installation. The GST charges are applicable on the price after discount. No other charges will be acceptable. Being the Government organization, the applicable rate of GST would be 5%. All necessary document/certificate will be provided to the supplier or successful bidder, if necessary. However, if required certificate is not available at the time of issuing PO, The original GST rate recommended by the Central Government will be applicable.
- 13 Bidder must have to provide their details as per **Appendix-II**.
- 14 Bidder has to submit the tender documents as per the checklist (**Appendix-III**).

- 15 The bidder should submit the envelope containing signed hard copy as per checklist (**Appendix III**) along with forwarding letter (**Appendix IV**). Envelop should marked as “**Quotation for SMF Batteries**” and it must reach to the **I/C Professor and Head, N.M. College of Agriculture, Navsari Agricultural University, Navsari – 396 450 (Gujarat) on or before prescribed date and time given in tender notice**. The tender received after this will not be considered.
- 16 Bids once quoted can't be changed.
- 17 The prescribed configuration is not mandatory. Higher configuration or latest model will also be permitted.
- 18 The lowest price is not the criteria and emphasis is placed on quality and specifications of the material.
- 19 The NAU may place repeat orders against the acceptance of tender within a period of validity, subject to the same terms and conditions originally provided in advertised tender and selected bidder shall accept the same.
- 20 The supply must be within the delivery period mentioned in the purchase order; otherwise the order will be automatically cancelled. If any technical reason for delay, consent of purchaser is required.
- 21 The advance payment will not be made under any circumstances. Further, the payment of the supplies will be made after execution of the complete order.
- 22 TDS on bill amount will be deducted as per government rules.
- 23 There should be no discrepancy in price quoted under similar period and similar supplies at all the SAUs of Gujarat.
- 24 Inability for the supply of goods within the stipulated period and as per the specification by the party after placement of an order will lead to forfeiture of tender deposit.
- 25 Penalty or penal interest will not be paid due to delay in payment on account of unavoidable circumstances.
- 26 The right to accept or partially accept or to reject the offer is reserved, and cannot be challenged. **Once offer rejected, there will not be any kind of reconsideration for inclusion in the contract.**
- 27 In case of any dispute, decision of **Competent Authority**, shall stand final.
- 28 The jurisdiction for any legal dispute shall be Navsari District court only.
- 29 If any of the required information is missing, the bid will be rejected straight away. If any kind of malpractice found regarding the details submitted by the bidder at any stage of procedure, then the bid will be immediately rejected and the party will be blacklisted for future endeavours.
- 30 Amendment of bidding documents (corrigendum), at any time prior to the deadline for submission of bids, NAU may, for any reason, whether its own initiative or in response to the clarification request by a prospective bidder, modify the bidding documents. The corrigendum will be published on website <http://www.nau.in> only. In order to allow prospective bidders reasonable time to take into consideration the amendments while preparing their bids, at its discretion, NAU may extend the deadline for the submission of bids.
- 31 University reserves all rights to cancel the part or whole rate contract without giving any reason

**We agree to abide by all the terms and conditions of rate contract mentioned in this tender document.**

**Place:**  
**Date:**

Signature of bidder  
**(With Stamp, Name & Designation)**

**APPENDIX-I**

Quotation for the supply and buyback offer for SMF Batteries at FQTL, NAU, Navsari

I/we, Name of the firm is offering the prices for tender floated by the Food Quality Testing laboratory, N.M. College of Agriculture, Navsari Agricultural University, Navsari for the purchase of new SMF UPS batteries under buyback is as below.

<b>Sr. No.</b>	<b>Particulars</b>	<b>Price per unit (Rs.)</b>	<b>Quantity</b>	<b>Total price (Rs.)</b>
	<b>Offer for new batteries</b>			
1.	120 AH/12V SMF Battery (Brand_____)		20	
2.	26AH/12V SMF Battery (Brand_____)		15	
3.	Discount, if any			
4.	GST			
5.	Total (Rs.)			
	<b>Buyback offer</b>			
6.	120/100 AH/12V SMF Exide Battery		20	
7.	18 AH/12V SMF Quanta Battery		15	
8.	Total			
9.	Grand Total (SN No. 5 Minus SN No. 8)			

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**APPENDIX-II  
BIDDER'S DETAIL**

1.	Name of the Party/Company with correspondence address, Phone No. Mobile No., email address.	:	
	Details of the authorized person (Name, designation, address) with Telephone/Mobile Number, e-mail		
	Bank detail (Bank Name, Branch Address, Account No., Type of Account (Current/ Savings), MICR No, IFSC Code.		
3.	Validity of authorization in case of authorized dealer (Attach authorization certificates)		
5.	PAN Card No. (Attach PAN card copy)	:	
6.	GST No. (Attach GST certificate)	:	

**Place:  
Date:**

Signature of bidder  
(With Stamp, Name & Designation)

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**APPENDIX-III**

**CHECKLIST**

<b>Sr. No.</b>	<b>Document / Certificate</b>
1	Tender Fee: Demand draft of Rs. 1500/- (Non-Refundable).
2	EMD: Demand draft of Rs. _____ (Refundable).
3	Terms and conditions duly signed on each page
5	Appendix-I (Dully filled quotation)
6	Appendix-II (Bidders details)
7	Appendix-III (Check list)
8	Appendix-IV (Forwarding Letter)
9	PAN card
10	GST certificate
11	Manufacturer certificate/Authorization Certificate
12	Information literature

**Note:** All the above documents are mandatory; missing of any may be lead to rejection of the tender.

**DECLARATION**

I/We solemnly declare that I/we have submitted all the documents mentioned here above and mentioned in the tender. It is verified that all the certificates / permissions/ documents are valid and current as on date and have not been withdrawn / cancelled by the issuing authority.

I/We further undertake to produce on demand the original certificate / permission / document for verification at any stage during the processing of the tender.

I/We also understand that non-compliance of any documents will be treated as non-respective tender and we will lose our claim to participate in the Tender Enquiry automatically and our tender will be liable to reject.

**Name of the Firm:**

**Place:**

**Date:**

Signature of bidder  
(With Stamp, Name & Designation)

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**Appendix-IV**  
(Forwarding letter)

No.  
Place:  
Date:

From:

To,  
I/C Professor and Head,  
Food Quality Testing Laboratory  
N.M. College of Agriculture,  
NAU, Navsari-396 450

**Subject:** Submission of tender for purchase of Battery

**Reference:** Tender notice (No. NAU/DR/05/2018-19) published in\_\_\_\_\_

Sir,

I/We hereby submit the offer (duly filled) in response to the advertisement/tender notice for purchase of batteries in accordance with the terms and conditions of such supply and declare as under:

I/We hereby offer to supply to Food Quality Testing Laboratory, N.M. College of Agriculture, Navsari Agricultural University, Navsari in accordance with the terms and conditions, attached herewith.

I/We enclose herewith Tender Fee and EMD in favor of “Assistant Administrative Officer, NMCA” drawn on State Bank of India, Navsari [Branch Code No. 3889] with following details.

Particulars	Amount (Rs.)	Amount in Words	DD No. and Date
Tender Fee	1500	Rs. One thousand five hundred only	
EMD	*	*	

\*3% of tender amount

I/We carefully read and understood and agree to abide by the said terms and conditions set in the tender document hereto annexed and the description of the items.

I/We agree that in case of dispute, if any, the decision of **competent authority** shall be final and binding upon me/us.

Signature of bidder  
(with Stamp, Name and Designation)