



HLL Lifecare Limited
(A Government of India Enterprise)

Corporate and Registered Office,
HLL Bhavan, Poojappura,
Thiruvananthapuram– 695 012
Kerala, India.

Phone: 0471 – 2354949
CIN:U25193KL1966GOI002621
Website: www.lifecarehll.com

Invitation for Bids

SUPPLY AND INSTALLATION OF ONLINE UPS SYSTEM

Date	:	Dated 2 nd May 2016
IFB No.	:	HLL/CHO/IT/UPS/2016

The schedule of the bid is given below.

Last date and time for receipt of bids	:	15.00 Hrs. on 12.05.2016
Time and date of opening of Technical Bids	:	15.30 Hrs. on 12.05.2016

Dear Sir,

Sub: Supply and Installation of Online UPS System.

HLL Lifecare Limited, Thiruvananthapuram now invites the competitive bids under two bidding (Technical and Commercial) from the eligible bidders to supply and installation of **60 KVA Online UPS with batteries** for our Corporate & Regd Office, Thiruvananthapuram. The specifications of the required UPS are given in **Annexure-1**.

1. General conditions.

- 1.1 The prospective bidder should have a minimum three (3) years' experience in supply, installation and maintenance of Online UPS. For this, the bidder can submit the documentary evidence along with the technical bid.
- 1.2 The bidder should submit the Manufacturer Authorization Form (MAF) /OEM authorization letter addressed to HLL Lifecare Limited for the product quoted along with the technical bid.
- 1.3 The Bidder / OEM of the quoted product should have authorized support centre/ / authorized service Partners at Thiruvananthapuram. The details may please be attached with the technical bid.
- 1.4 The bidder should have not been blacklisted by any state/central Government organizations/firms/institutions for which the self-certificate stating that the bidder has not been blacklisted by any institution of the Central / State Government in past three years may please be submitted with technical bid.
- 1.5 The exact make/brand and model of the quoted product should be clearly mentioned in the bid. The quoted product should be a standard product of the OEM and brochure/catalogue of the same should be available in the OEM website also.
- 1.6 **Price Bid:** The prices for all the products should be quoted as per the format for price schedule enclosed (**Annexure – II**) and submitted in separate sealed cover.
- 1.7 Rates quoted being door delivery basis, the supplier shall be fully responsible till full material is received in good condition at consignee's site. As such the Supplier shall dispatch the material duly insured.
- 1.8 No bidder shall try to influence the Purchaser on any matter relating to its bid, from the time of the bid opening till the time the Purchase order is placed.
- 1.9 The bidder who requires any clarification on the tender shall notify the undersigned through e-Mail at sivakumar@lifecarehll.com. However no post bid clarification shall be entertained.
- 1.10 The prices quoted shall be valid for a period of 90 days from the date of opening of bids.

1.11 The bids should be submitted at the following address.

**Associate Vice President (IT),
HLL Lifecare Limited,
Corporate and Registered Office,
HLL Bhavan, Poojappura,
Thiruvananthapuram – 695 012.**

1.12 Bids should be submitted latest by **15:00 Hrs. on 12.05.2016** and the same **will be opened at 15:30 Hrs. on the same day** at the above mentioned address in the presence of the representative of the bidder who choose to attend. If the bid opening day is declared as holiday for HLL, the bid will be opened at the next working day of HLL.

1.13 Any bid received after the deadline will be rejected..

1.14 The envelopes containing the bid shall be bearing the words “DO NOT OPEN BEFORE “ (Here insert the time and date of bid opening).

1.15 No email or fax bids will be accepted

2. Submission of Technical Bid and Commercial Bid with required Documents

2.1 Technical Bid - The Technical Bid should comply with the technical specification given in **Annexure-1**. The Technical offer should be complete in all respects and contain all information asked for except prices.

The Technical Bid must be submitted neatly and securely along with the following documents,

2.1.1 Covering letter.

2.1.2 Manufacturer Authorization Form (MAF) /OEM authorization letter addressed to HLL Lifecare Limited for the product quoted.

2.1.3 Warranty Compliance statement.

2.1.4 Bidder's Technical Offer with compliance statement as per the specifications as given in **Annexure-1**.

2.1.5 Technical Documentation (Product Brochures, leaflets, manuals etc. with product roadmap).

2.1.6 The copies of Supply / work orders for the similar kind of items or Certificate from at least two clients for the similar works done for the past three years

2.1.7 Declaration to the effect that all genuine & new parts will be supplied and the Purchaser is fully protected against supply of any refurbished or counterfeit Parts.

2.1.8 Certificate from at least three clients for similar deliverables done satisfactorily.

2.1.9 Statement that the bidder has not been blacklisted by any institution of the Central/state Government in past three years.

2.1.10 Signed copy of bid document (all pages to be signed and stamped)

2.1.11 Details of Permanent Account Number (PAN) issued by income tax Authority.

- 2.1.12 Letter of Authorization/Power of attorney authorizing the signatory to sign the bid.
- 2.1.13 Authorization Letter for the bidder's representative who will attend the Bid Openings.
- 2.1.14 Any other relevant Information.

2.2 Commercial Bid

- 2.2.1 The Commercial Bid should comply with the price information of the items as specified in **Annexure-I** in the format of price schedule attached as **Annexure-2**.
- 2.2.2 All the rates will be F.O.R, HLL Lifecare Limited, Thiruvananthapuram.

3. Bidding Document

The bidder is expected to examine all instructions, Terms and Conditions and technical specifications in the Bidding Document. Submission of a bid not responsive to the Bidding Document in every respect will be at the bidder's risk and may result in the rejection of their bid without any further reference to the bidder.

4. Modification and Withdrawal of Bids

- Bids once submitted will be treated, as final and no further correspondence will be entertained on this.
- No bid will be modified after the deadline for submission of bids.
- No bidder shall be allowed to withdraw the bid after the deadline of submission of bid.

5. Deadline for submission of Bids

Bids must be received by the Purchaser at the address specified in the Bid Document not later than the specified date and time as specified in the Bid Document. In the event of the specified date of submission of bids being declared a holiday for the purchaser, the bids will be received up to the appointed time on next working day.

The Purchaser may, at its discretion, extend this deadline for submission of bids by amending the bid documents, in which case all rights and obligations of the Purchaser and bidders previously subject to the deadline will thereafter be subject to the deadline extended.

6. Evaluation Criteria for Technical Bid & Commercial Bid

- 6.1 The Purchaser will scrutinize the offers to determine whether it is complete, whether errors have been made in the offer, whether required technical documentation has been furnished and whether the documents have been properly signed. Offers with incorrect information or not supported by documentary evidence, wherever called for, would be summarily rejected.
- 6.2 Technical evaluation would be done to examine whether offered equipment/machines having the basic specifications asked for. Deviation from specifications stipulated may make the offer liable for rejection.

- 6.3 The Technical Bids will be evaluated for compliance with the prescribed technical specifications and supported documents mentioned under Clause 1 & Clause 2 Bids which are not complied will be treated as non-responsive and summarily rejected.
- 6.4 Commercial bid of only short-listed bidders who will qualify in technical evaluation will be called for and evaluated by the Purchaser.
- 6.5 The qualified technical bidders will be intimated the commercial bid opening and the commercial bid of the unqualified technical bidders will be returned to them unopened.
- 6.6 For proper scrutiny, evaluation and comparison of offers, the purchaser may, at its discretion, ask some or all bidders for clarification of their offer. The request for such clarifications and the response will necessarily be in writing. If deemed necessary, the bidder will be required to give presentation on the systems offered.
- 6.7 Arithmetical errors shall be rectified on the following basis. If there is a discrepancy between the unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected by the purchaser. If there is a discrepancy between words and figures, the amount in words shall prevail. If the supplier does not accept the correction of the errors, his bid shall be rejected.
- 6.8 **The final selection of L1 bidder will be decided on the basis of Total Cost of Items, inclusive of initial 3 (three) Years' Warranty Charges of the UPS and 2 (two) Years' Warranty Charges of the Batteries.**

7. Placement of Order

The Purchaser shall consider placement of supply order(s) for items quoted only on the first lowest responsive bidder (will be referred as L 1) who is technically and commercially qualified (Based on the total cost mentioned as in the clause 6).

8. Placement of Order and Acceptance

The supplier/contractor shall give acceptance of the order placed on it within 3 days from the date of order, failing which, the Purchaser shall have right to cancel the order.

9. Delivery Schedule

The successful bidder must undertake to deliver the items as per the purchase order, at the purchaser site **within 3 weeks** from the date of the placement of Purchase Order.

10. Terms of Payment

- 10.1 95% of the product cost including three years warranty charges along with VAT/Octroi and other applicable duties on actual basis will be paid on delivery, installation and acceptance of ordered items, after realizing penalty charges for late delivery and / or late installation, if any. The claim for payment should contain proof of delivery, installation note & User Acceptance Report signed with date by an authorized official of HLL Lifecare Limited.

10.2 5% of the product cost including three years warranty charges will be paid after completion of the warranty period or on submission of Performance Bank Guarantee from any Nationalised/Scheduled Bank for equivalent amount and valid for warranty period.

11. Paying Authority

The payments as per the Payment Schedule covered here in above shall be paid by HLL Lifecare Ltd. However, Payment of the Bills would be payable on receipt of advice/confirmation for satisfactory delivery/installation/re-installation, Live running and service report from User Department.

Following Documents are to be submitted for Payment:

- Three copies of invoice.
- Duly acknowledged Delivery Challan
- Installation Report, counter signed by authorized officials of both purchaser and supplier.
- Account details for payment through RTGS/NEFT, i.e., Name of Bank, Name of Branch, IFSC Code, Account No. etc. if applicable.

12. Warranty & Maintenance

12.1 The supplier/contractor must provide **3 years onsite** comprehensive warranty for the UPS and **2 years** warranty for batteries covering all parts & labour from the date of acceptance of the systems by the purchaser.

12.2 Scope of services during warranty period

- i. The breakdown calls should be attended within 2 Hrs. of intimation
- ii. All the defective parts should be replaced at free of cost.
- iii. At least one preventive health checkup of the items should be done in every quarter.
- iv. The breakdown calls should be attended during holidays and after office hours also if required without any additional charges.

13. Penalty or Liquidated Damages for delayed supply/ installation

In case the delivery is delayed beyond the stipulated date of delivery, Liquidated damage for late delivery at one half of one percent (0.5%) of the order value for each week of delay or part thereof would be imposed, subject to maximum of 5 % for the delayed delivery. The penalty for late delivery will be deducted from the bill amount.

If installation is not completed within 7 days of delivery, Liquidated damage for late installation will be imposed in addition to late delivery charges. The rate will be of one half of one percent (0.5%) of the order value for each day of delay or part thereof subject to maximum of 5%. The penalty for late installation will be deducted from the bill amount.

14. Other Terms and conditions

- 14.1 The Purchaser does not bind itself to accept the lowest or any bid and reserves the right to reject any or all Bids at any point of time prior to the issuance of purchase order without assigning any reasons whatsoever.
- 14.2 The Purchaser reserves the right to re-tendering without providing any reasons whatsoever. The purchaser shall not incur any liability on account of such rejection.
- 14.3 The Purchaser reserves the right to modify any terms, conditions or specifications for submission of offer and to obtain revised Bids from the bidders due to such changes, if any.
- 14.4 Canvassing of any kind will be a disqualification and the purchaser may decide to cancel the bidder from its empanelment.

15. Purchaser's right to accept or reject any Bid or all Bids

The Purchaser reserves the right to accept or reject any bid and annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the ground for the Purchaser's action.

16. Governing laws and Disputes

All disputes or differences whatsoever arising between the parties out of or in relation to the meaning and operation or effect of these Tender Documents or breach thereof shall be settled amicably. If however the parties are not able to solve them amicably, the same shall be settled by arbitration in accordance with the applicable Indian Laws, and the award made in pursuance thereof shall be binding on the parties. The Arbitrator/ Arbitrators shall give a reasoned award. Any appeal will be subject to the exclusive jurisdiction of the courts in Kerala. The venue of the Arbitration shall be in Kerala.

Thanking you,

Yours faithfully,

P. Sivakumar
Senior Manager (Hardware)

Annexure-1

60KVA ONLINE UPS (3 Ph. -3 Ph.) with batteries connecting in standalone configuration

DESCRIPTION	REQUIRED SPECIFICATION
GENERAL	
Technology	IGBT on the input and output with DSP control for the following: a. Rectifier/Charger b. Battery management. c. Inverter d. Static Switch
UPS type and configuration	Online Double conversion meeting VFI-SS-111 with built-in Isolation Transformer.
Ventilation	Forced Air cooling.
Wave form	Sinusoidal
Crest Factor	3 : 1
Communication with SNMP	Yes (SNMP Card should be provided with UPS)
Protection Required	Overload, Short circuit, Input low voltage, Output over voltage, Battery over charging, Battery over discharging
INPUT	
Voltage	400 V
Voltage tolerance	320-480V at rated load.
Frequency	50 Hz
Frequency tolerance	50 Hz \pm 10%
Input current THDi at full load	\leq 3.0%
Input current THDi at 50% load	\leq 6.0%
RECTIFIER / CHARGER	
Ripple voltage at full load	0 V
Efficiency of rectifier	\geq 98%
Battery charger features	
i) Type of charging circuit.	Constant Voltage Constant Current.
ii) Battery protection circuits.	Battery MCCB.
OUTPUT	
Voltage	380/400/415 VAC, 3 phase, 4 wire (selectable)
Output voltage regulation	
I) Balanced load	\pm 1%
ii) Unbalanced load	\pm 3% for 4 wire system
Output Frequency	50 Hz
Output Frequency range	\pm 0.5 Hz
Rated Output Power Factor	0.9 (The UPS should be compatible for 0.8 lagging to 0.9 leading PF loads without deration)

Power factor at full load	≥ 0.98
Power factor at 50% load	≥ 0.97
i) Total harmonic distortion at 100% non-linear load .	< 3%
ii) Total harmonic distortion at 100% linear load .	< 1%
Overload @ 0.8pf	150% for a minimum of 5 sec
	125% for a minimum of 1 min.
	110% for a minimum of 10 mins.
Neutral current & conductor size	≥ 1.5 times of Phase current.
BYEPASS	
Static and Manual Bypass :	Standard and built-in
Transient voltage regulation for 0 to 100% and vice versa	± 2%
Recovery time	< 10 m sec
EFFICIENCY	
At Full load	≥ 93%
At 75 % load	≥ 93%
At 50% load	≥ 93%
At 25% load	≥ 92 %
ENVIRONMENTAL CONDITIONS	
Temperature (design ambient)	0 - 40 deg C for UPS 25 deg for Batteries
Acoustic Noise measured at 1 Mt distance	< 70 dBA
Event logging	Required
STANDARDS	
Design	IEC EN 62040-3
Safety	IEC EN62040-1-1
EMC	IEC EN 62040-2
ISO certification	ISO 9001 and ISO 14001
BATTERY	
Type of battery	Sealed Maintenance Free Lead Acid(SMF)
Capacity of Battery AH	Total VAH should be maintained minimum 40320 VAH.
D C Bus voltage	480V or above
Nominal cell voltage	12V per battery
Battery make	Quanta/Panasonic/Rocket

Annexure-2

SI.NO	Description of item / work	Unit	Qty	Basic Price (Rs)	Taxes/ Duties (Rs)	Other incidental costs if any (Rs)	Total Price for each unit (Rs)	Amount (Rs)
1	2	3	4	5	6	7	8= 5+6+7	9= 4 * 8

Total Price (in Figure) : Rs.....

Total Price (in words) : Rs.