



**भारतीय सूचना प्रौद्योगिकी संस्थान, इलाहाबाद**  
**Indian Institute of Information Technology, Allahabad**  
(A University Established under sec. 3 of UGC Act, 1956 vide Notification No. F. 9-4/99-U.3 Dated 4/08/2000 of Govt. of India)  
(A Centre of Excellence in IT, Established by Govt. of India)  
Deoghat, Jhalwa, ALLAHABAD- 211012 (U.P.) INDIA

Ph.: 0532-2922025, 2922000, Fax : 0532-2430006, 2922144; Web : [www.iiita.ac.in](http://www.iiita.ac.in); E-mail : [contact@iiita.ac.in](mailto:contact@iiita.ac.in)

Ref. No. IIIT-A/DR-E/873/2014  
Date: 31.07.2014

**Limited Tender Enquiry**

To,

M/s.....

.....

Ph.No.....

**Sub: - Tender for purchase of Batteries for the UPS System**

Dear Sir,

Indian Institute of Information Technology, Allahabad intends to purchase of batteries for the UPS system at IIIT-A, Jhalwa Campus. Limited Tender Enquiry are invited from the competent, legally & professionally eligible Manufacturers/suppliers who are capable to supply the batteries. Rate quoted for each item be given separately inclusive of all taxes. Tenders be submitted in the prescribed proforma with the earnest money & processing fee in the form of DD/FDR etc.

Sealed Tenders are invited by courier/speed post in two bid format attached along with, on the enclosed Proforma and Signed Terms and conditions are also annexed along with. Last Date of receiving the Tender is **11.08.2014 at 5.00 PM & opening of technical bid on 12.08.2014 at 3:30 p.m. The successful Vendors shall be communicated telephonically about the financial bid opening details.** Tenderers may present themselves on the occasion of opening of bids.

**Note:**

1. The Tenders must be submitted along with a F.D.R. / DD of nationalized bank of Rs. 10,000/- as Earnest Money & Rs. 1,000/- as Tender processing fee in form of D.D duly pledged in favour of "IIIT-Allahabad". Tenders without proper earnest money & tender processing fee shall not be considered. Earnest Money deposited earlier, if any, shall not be considered. The FDR should be drawn from the account of tendering firm otherwise the same shall be rejected. FDR/TDR issued in personal name shall not be accepted.
2. The Turnover of the tenderar should not be less than Rs. 50.00 Lakh p.a. for past atleast 3 years.
3. Payment will be made within seven days after satisfactory report from users end.
4. May feel free to contact on Email [dr.e@iiita.ac.in](mailto:dr.e@iiita.ac.in) ph.no. 0532-2922008 (9:00 AM to 6:00PM).
5. Fax/E-mail address/contact no. /Name of person to be contacted.
6. Kindly quote your Income Tax PAN No., TIN No., etc. mandatory on the tenders.
7. All informations required as per tender document must necessarily be given. Incomplete information shall render the tender to be unacceptable.

  
(Dr. Seema Shah)  
Deputy Registrar (E)

Encl: As above

**Copy to:**

- Hon'ble Director for kind information please
- Deputy Registrar (Administration)

## **Technical Bid**

**(On letter head of the Firm & in a separately sealed envelope)**

**Tender opening date: 12.08.2014 (3:30 P.M.)**

### **PROFORMA FOR APPLICATION**

1. Name of the firm (As registered):-.....
2. Address of the firm:-.....  
.....  
.....  
.....
3. Phone Number:- .....
4. Proprietor's name:-.....
5. Address of Proprietor:-.....
6. Proprietor's Phone No.:-.....
7. Details of the firm:-
  - a) Date from which the firm is operating:-.....
  - b) Turnover of the firm during:- FY 2012-13 (Rs.).....  
FY 2013-14 (Rs.).....  
(Please attach documentary evidence)
  - c) PAN No.:-.....
  - d) TIN No.:- .....
  - e) UPTT/CST No.:-.....
  - f) Service Tax Registration No, if any.-.....



**(g) Details of Experience with documentary evidence**

Sl. No.	Name of officer/ place where services rendered	Contract, phone No. & addresses of such place where services rendered	Period from and to of services rendered	Value of work executed
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				

**Important: Please attach customer satisfactory certificate for above services/works.**

.....  
**Seal and signature of the proprietor OR  
Authorized Representative**  
**Phone No.....**





## **Financial Bid**

**(On the letter head of the firm & in a separately sealed envelope)**

Date & time of opening: To be communicated separately to screened vendors only

Sl. No.	Item/Specification	Unit	Qty.	Unit Rate (Rs.)	Amount Rs.
<b>A.</b>	<b>Purchase of Old battery (Buy Back System)</b>				
1	75AH, 12Volts, Exide / Panasonic/ Amar Raja	Nos.	30		
2	65AH, 12Volts, Exide/Panasonic/ Amar Raja	Nos.	60		
<b>B.</b>	<b>Supply of New SMF Battery</b>				
1	75AH, 12Volts, Exide / Panasonic/ Amar Raja	Nos.	30		
2	65AH, 12Volts, Exide/Panasonic/ Amar Raja	Nos.	60		

### **Terms & Conditions:**

1. Rates are inclusive of all taxes.
2. Supply is to be made within 10 days F.O.R destination at IIIT-A, Jhalwa Campus, Allahabad.
3. If, the supply delayed beyond the stipulated time of completion of supply, 10% penalty of the total cost may be imposed at the discretion of the competent authority.
4. Quoted rates should be valid at least for 30 days.
5. Quantity will be same as mentioned in the above table.
6. Conditional tenders will not be considered in any case. They will be summarily rejected.
7. Preference will be given to the manufacturers/dealers only along with their manufacturing certificate and its validity.
8. It is most essential that it should be mentioned clearly that the price basis, payment terms, works schedule taxes and duties, Validity, Transportation charges.
9. The Transit permit (road permit) will be provided by the Institute, if requires.
10. Battery warrantee, Guarantee should be valid at least for 24 month or more than this.
11. Agency should submit the warrantee, Guarantee card as per manufacturer.
12. Trade/Sales tax/VAT or any other tax or other charges on the material, which has not been mentioned while quoting their rates shall not be paid by the Institute under any circumstances. The firm has to bear all taxes.
13. Payment will be made within ten days after satisfactory report from users end.
14. Kindly quote your U.P.T.T. No./Sale Tax Registration No./ Income Tax PAN No./ TAN No., etc. mandatory on the bill raised by you.
15. Technical and financial bid will be received in two separate envelopes both envelope will then be put into one big envelope sealed properly super scribing Technical & Financial bids.
16. For all items the financial bid shall be opened only for those firms whose technical bids are found satisfactory and are recommended by the appropriate authority terms and conditions for the tender.
17. Particulars of Tenders may be seen on Institute web site [www.iiita.ac.in](http://www.iiita.ac.in) and can be down loaded.



18. The tendering of lowest rate cannot be claimed as a right to be awarded that work/contract.
19. Fax/E-mail address/contact no. Name of person to be contacted should be mentioned in the quote.
20. Director, IITA reserves the right to alter/ modify any or all conditions of this tender and to reject or accept any tenders.
21. All disputes are subject to jurisdiction of Courts at Allahabad.

**"It is certified that I agree to the terms and conditions & with specifications and design as specified above and bind myself to follow and comply with it. I have gone through all the conditions and understood the same".**

.....  
**(Seal & Signature of the Proprietor/  
Authorized Representative)**



## AGREEMENT

An agreement made this ..... between Deputy Registrar (E), Indian Institute of Information Technology, Allahabad (herein referred to as Employer) of the part and ..... (herein referred as the Contractor of the other part).

Whereas in response to call for tender for the ..... as per tender paper at **IIIT-A website** hereto contractor has submitted a Tender as per Annexure 'A' hereto and whereas the said Tender of the contractor has been accepted the total estimated contract value of ..... as per copy of letter of acceptance of Tender Ref. No. .... completed with enclosures at the accepted rates and agreed deviations from Tender Papers as per annexure hereto. Now this agreement witness that consideration of premises and the payment to be made by the Employer to the contractor provided for herein below the contractor shall supply all equipments and materials and executed and perform all works for which the said Tender of the contractor has been accepted strictly according to the various provisions in Tender papers hereto and upon such supply execution and perform to the satisfaction of the Employer, the employer shall pay to the contractor at the several rates accepted as per the said annexure and in terms of provisions herein.

In witness whereof the parties have hereunto set and subscribed their respective hands and /or seals the day and years respectively mentioned against their respective signatures.

Signed and delivered at ..... by for and on behalf of ..... the ..... contractor within named in the presence.

(Authorized Signatory)

### Witness:

1. Signature  
Name in Block Capitals \_\_\_\_\_  
Address \_\_\_\_\_
2. Signature  
Name in Block Capitals \_\_\_\_\_  
Address \_\_\_\_\_

Signed and delivered at IIIT-Allahabad by ..... Dy. Registrar (E), for Indian Institute of Information Technology, Allahabad in the presence of:

Deputy Registrar (E)

### Witness:

1. Signature  
Name in Block Letter \_\_\_\_\_  
Address \_\_\_\_\_
2. Signature  
Name in Block Letter \_\_\_\_\_  
Address \_\_\_\_\_





## **RELATIONSHIP CERTIFICATE**

This is to certify that none of my relative is an employee of Indian Institute of Information Technology, Allahabad.

**Signature of Contractor**

**Authorized Signatory  
of IIT-Allahabad**

