



**भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान मोहाली**  
मानव संसाधन एवं विकास मंत्रालय, भारत सरकार द्वारा स्थापित  
सैक्टर 81, नॉलेज सिटी, पी. ओ. मनोली, एस. ए. एस. नगर, मोहाली, पंजाब 140306  
**INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH MOHALI**  
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E-mail/CPMP/Website

IISER M(493)14/15 Pur.

Date : 02<sup>nd</sup> February 2015

## **NOTICE INVITING QUOTATION**

Sealed Quotations are invited on behalf of Director IISER Mohali for the Comprehensive Annual Maintenance Contract for the following items so as to reach latest by 23<sup>rd</sup> February 2015 before 1 pm. The Quotations will be opened on the same day at 4 pm in the presence of tenderers, if any :-

<b>Sr.</b>	<b>Description</b>	<b>Qty</b>
<b>01.</b>	<b>AMC for UPSs and Inverters with batteries as per the details mentioned below :-</b>  1. 10 KVA Online UPS, Emerson Make – 2 2. 10 KVA Online UPS, Liebert Make – 1 3. 15 KVA Online UPS, Uniline Make – 1 4. 1 KVA Inverter, APC make – 3  (scope & term & conditions of AMC attached)	<b>7 Nos.</b>

Sd/-  
(Mukesh Kumar)  
Assistant Registrar (S&P)

## **INSTRUCTIONS**

1. Inquiry will be sent by UPC/Courier/Speed Post and IISER Mohali will not be liable for any kind of postal delay.
2. The Quotation should be addressed to the Director IISER Mohali invariably giving on the envelop reference number, last date & time of receipt of tender and date & time of opening of the tender.
3. One time importers from China with custom made specifications are highly discouraged.
4. The quantity mentioned in this inquiry is and shall be deemed to be only approximate and will not in any manner be binding on the Institute.
5. Firms will quote separately for each article.
6. The rates offered should be FOR Chandigarh/Mohali, in case of firms situated outside Chandigarh/Mohali, and free delivery at the Institute premises in case of local firms. Suppliers outside India may please mention the FOB/FCA price clearly.
7. In case of Ex-godown terms the amount of packaging forwarding freight etc should clearly be indicated by percentage or lump sum amount. Institute has policy not to make any advance payment towards any purchase, Letter of credit can be opened if required.
8. In case of foreign consignment CIF/FOB should be mentioned clearly. THE INSTITUTE IS EXEMPTED FROM EXCISE AND CUSTOM DUTY.
9. SALES TAX :- This Institute is not exempted from the payment of Sales Tax/Service Tax/VAT. The current rate (i.e. percentage of Sales Tax should be clearly indicated included or excluded) wherever chargeable.
10. The delivery period should be strictly adhered, the firm have to execute the supply according to purchase order.
11. The firms are requested to give detailed description and specifications together with the detailed drawings, printed leaflets and literature of the Article quoted. The name of the manufactures and country of manufacture should also invariably be stated. In the absence of these particulars, the quotation is liable for rejection.
12. Validity of offer: 90 days.
13. Late or delayed quotation will not be accepted.
14. Service Facility: Please mention the nearest service centre to IISER Mohali and the time required to attend the call.
15. The right to reject all or any of the quotation and to split up the requirements or relax any or all the above conditions without assigning any reason is reserved.

### **Scope of work (AMC of UPS/Inverter)**

1. The contractor shall provide maintenance service to keep the UPS & Inverter in good and efficient working condition covered under this contract, as specified in Appendix 'A'. In addition to this, the contractor should provide preventive and corrective maintenance of UPS & Inverter and should get verified from authorized official of the concerned group. He should also carry out necessary repairs and provide SUITABLE replacement (equivalent or higher configuration) of defective part(s)/equipments as required.
2. The AMC is comprehensive i.e. no cost of parts replaced by contractor will be borne by IISER except batteries.
3. Scope of work shall also include installation of batteries, thimble and connectors provided by IISER, as and when required will be replaced by service providers.
4. The break down calls registered by users must be attended promptly and if they are not rectified within two days, the contractor shall provide a suitable replacement for the defective UPS & inverter. Maintenance of all the UPS and inverter pertaining to these would be the responsibility of the vendor.
5. Agreement between contractor and IISER will remain in force for period of three years from the issue date supply order.
6. IISER has the right to move UPS and Inverter to a different location from the present one. This equipment however will continue to be under AMC at the new location.
7. The firm has to provide new equivalent parts / items with higher specifications available in the market as standby of the faulty items inside the IISER premises. No UPS or Inverter will be allowed to go outside of IISER for repair.
8. If the UPS or Inverter is not repaired within three working days after reporting the complaint, the LD charge will be levied at the rate of 0.5 % per week of AMC value and there after the machine can be repaired from outside at the risk and expense of the firm.
9. The service provider will be responsible for any mishap or accident or untoward incidence during the maintenance of machine which may occur due to negligence of the service engineer.
10. The service provider shall be responsible for the discipline and good conduct of their service engineers.
11. Vendor should have enough spare parts of UPS and Inverter at their service centre so that UPS/Inverter could be repaired timely.
12. Vendor should be able to handle/ repair third party UPS/Inverter & understand electronic circuits.
13. The preventive maintenance (PM) to be carried out once in 3 month. The preventive maintenance includes following:
  - i Cleaning of UPS/Inverter and batteries
  - ii Checking fitment of internal and external hardware and heating of the system
  - iii Cleaning of PCBs if any and operating power parameters.
  - iv Break up call shall be attended immediately.
  - v. Checking of input /output voltage of batteries
14. Service engineer should submit JOB COMPLETION CERTIFICATE certified by user at each complaint. The one copy of certificate to be retained by user group and another to be given to the officer nominated by the Director for compilation of job work and to release the payment.
15. No transport will be provided to the service engineer for maintaining UPS/Inverter. The engineer shall use his own vehicles for reporting different divisions of IISER located at different place. No transportation allowances will be allowed.
16. Engineers must be fully equipped with maintenance tool kit and accessories.
17. Any un-towards incidents in respect of service engineers will be the sale responsibility of the service provider. Engineers should be suitably covered for insurance.