



**LIFE INSURANCE CORPORATION OF INDIA**  
**ENGINEERING DEPARTMENT**  
**SOUTH CENTRAL ZONAL OFFICE,**  
**“JEEVAN BHAGYA”,**  
**SAIFABAD,**  
**HYDERABAD-500063**  
**PHONE: 040-23230322, EXTN: 251,**  
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## **PREQUALIFICATION BID --I**

**e- Tender for SITC of 2KVA,5KVA and 7.5 KVA On-line Un-interrupted Power Supply (UPS) Systems for various LIC Offices in Andhra Pradesh , Telangana and Karnataka under SCZO for the year **2018-2019**.**

### **CONTENTS**

| <b>SNO</b> | <b>DESCRIPTION</b>                                               | <b>PAGE NOS</b> |
|------------|------------------------------------------------------------------|-----------------|
| <b>1</b>   | Tender Notice                                                    | <b>2</b>        |
| <b>2</b>   | Pre-qualification Notice                                         | <b>3 – 5</b>    |
| <b>3</b>   | e-Tendering Programme                                            | <b>6 - 7</b>    |
| <b>4</b>   | Instructions with regard to Submission of Tenders                | <b>8 - 9</b>    |
| <b>5</b>   | Information & instructions to the bidders                        | <b>10 - 13</b>  |
| <b>6</b>   | Tender Evaluation Procedure                                      | <b>14</b>       |
| <b>7</b>   | Instructions for filling and submission of Pre-qualification Bid | <b>15</b>       |
| <b>8</b>   | Form for pre-qualification Bid                                   | <b>16 - 30</b>  |
| <b>9</b>   | Pre –qualification Bid check list                                | <b>31</b>       |
| <b>10</b>  | PRE CONTRACT INTEGRITY PACT                                      | <b>32 – 43</b>  |
| <b>11</b>  | TECHNICAL BID                                                    | <b>44 – 64</b>  |
| <b>12</b>  | COMERCIAL BID                                                    | <b>01 - 04</b>  |

## TENDER NOTICE

Life Insurance Corporation of India intends to invite item rate tender through e-tendering for SITC of 2 KVA ,5KVA and 7.5 KVA On-line Un-interrupted Power Supply (UPS) Systems for various LIC Offices in Andhra Pradesh , Telangana and Karnataka under SCZO for the year **2018-2019**. **(Estimated value of work Rs. 102.0 Lakh)**. For further details and tender documents, please visit website <http://www.tenderwizard.com/LIC>. The last date for submission of tender is 06.09.2018. Further communications, corrigendums, Amendments, if any and extension of date for submission of tender in case required, will be hosted in the above given web site only.

Life Insurance Corporation of India reserves the right to extend the date of submission of Tender/re-invite the Tender in case of inadequate selection in the Pre-qualification Bid.

Date :

Chief Engineer



**Engineering Dept., South Central Zonal Office, “Jeevan Bhagya”, Saifabad,**  
Hyderabad – 500 063 Tel 040-23230322 / 23235572, Fax : 040-23242654  
E-mail: [scz\\_engineering@licindia.com](mailto:scz_engineering@licindia.com)

## PRE QUALIFICATION NOTICE

Life Insurance Corporation of India intends to invite tender **for SITC of 2 KVA, 5 KVA and 7.5 KVA On-line Un-interrupted Power Supply (UPS) Systems for various LIC Offices in Andhra Pradesh , Telangana and Karnataka under SCZO for the year 2018-2019.**

The details are as follows.

| S. No | DESCRIPTION OF THE WORK                                                                | Estimated cost (Rs. In lakhs) | Completion period in days from the date of PO | Min. Bank Solvency (Rs. In lac) | Avg. Annual turnover last 4 years (Rs. In lac) | Min. Value of similar work completed in last 4 yrs.                  | Bidding capacity                      |
|-------|----------------------------------------------------------------------------------------|-------------------------------|-----------------------------------------------|---------------------------------|------------------------------------------------|----------------------------------------------------------------------|---------------------------------------|
| 1     | Proposed for SITC of 2.0/5.0 / 7.5 KVA On-line UPS systems to various office buildings | 102.00                        | 90                                            | 204.00                          | 1020.00                                        | 1(one) work of 204.00 Lakhs or<br>2 (Two) works of each 102.00Lakhs. | Equal to or more than Rs.102.00 lakhs |

**Note:** For working contractors of LIC of India, the above mentioned pre-qualification criteria (excluding Bidding Capacity) shall be relaxed by 15% provided they have executed similar nature of work elsewhere also. (Working contractors of LIC of India means the Contractors who have executed similar nature of job in LIC during the last four years prior to date of publication of this PQN and fulfilling all the eligibility criteria.) .

**Bidding Capacity =  $[A \times N \times 2] - B$ , Where,**

**A=** Maximum value of **supply order** in any one year during the last four years prior to date of publication of this PQN, taking into account the completed as well as the works in progress.

**N=** Number of years prescribed for completion of work for which this PQN is being published i.e. **0.166 Year (Two Months)**

**B=**Value of existing commitments and on going works to be **completed** during the period of completion of work for which bids have been invited (**2 months** for this work)

Only contractors who have carried out similar nature of Works **(supply of UPS in PSU)** and fulfilling above criteria shall participate in the e-tendering process.

The Tender Documents consist of BID I, BID II and BID III. The tenderer shall go through the BID I and BID II and quote their offer in BID III. The Tenderer shall go through the BID I & BID II of the Tender before submitting the Tender.

Contractor has to submit the Tender as under :

- (1) BID I : Prequalification Bid ( Enrolment form with Annexures ). The Tenderer shall fill in the enrolment form and upload the supporting documents / attachments. The scanned copy of the Demand Draft/Pay Order of Tender Fee and Demand Draft/Pay Order/Banker's Cheque/ Bank Guarantee of EMD shall be uploaded in BID I.
- (2) BID II : Big Sealed envelope consisting of two separate sealed envelope as per following : -
  - (a) Earnest Money Deposit of Rs. 1,53,00.00 ( Rs One Lakh Fifty Three Thousand Only ) in the form of Demand Draft/Pay Order/Banker's Cheque in favour of "Life Insurance Corporation of India" payable at Hyderabad. OR 50% amount i.e. Rs.76,500.00 in the form of Bank Guarantee of any Nationalised/Scheduled Bank & another 50% i.e. Rs. 76,500.00 amount in the form of Demand Draft/Pay Order/Banker's Cheque drawn in favour of "Life Insurance Corporation of India" payable at Hyderabad.
- (3) BID III : FINANCIAL BID consisting of documents and schedule of quantities. The Tenderer shall download the documents, fill in their relevant information, sign & stamp and upload in the portal. The item rate in words and figure shall be quoted in the template provided. No other document, conditions shall be uploaded alongwith documents of FINANCIAL BID.

**Note (a)** Any agency applied and fulfilling the selection criteria may not be considered for enlistment if unsatisfactory performance report/s is/are received for the Completed projects from their previous Employer.

**(b)** The Chief Engineer reserve the right to not open Financial bid of Tender or any/all the Applicants at his sole discretion without assigning any reason whatsoever.



LICI, SCZO, HYD  
Tender for SITC of UPS (2018-19)  
For Various Offices under SCZO

**(c) Only for pre-qualification criteria of minimum value of similar nature of work done 4 years period will be considered; for all other purpose including Bidding capacity, preceding 4 years period only will be considered.**

Date: 08.08.2018

**CHIEF ENGINEER**



South Central Zonal Office, "JEEVAN BHAGYA", Saifabad, Hyderabad  
**e-Tendering Programme**

**System Tender No.**

- Online bids are hereby invited for the works mentioned below through online e-Tendering System portal <http://www.tenderwizard.com/LIC> **from the intended vendors.**

**Tender for SITC of 2 KVA ,5KVA and 7.5 KVA On-line Un-interrupted Power Supply (UPS) Systems for various LIC Offices in Andhra Pradesh , Telangana and Karnataka under SCZO for the year 2018-2019.**

| Sr. No. | Name of Work       | Estimated Cost  | Earnest Money Deposit (EMD) | Tender Document Fee |
|---------|--------------------|-----------------|-----------------------------|---------------------|
| 1.      | As mentioned above | Rs.102.00 lakhs | Rs.1,53,000.00              | Rs. NIL             |

- Possession of Digital Signature Certificate (DSC) and registration of the contractors on the portal i.e. <http://www.tenderwizard.com/LIC> is a prerequisite for e-Tendering.
- Last Dates of various activities by bidder:
  - Downloading of Tender Documents : From:16.08.2018 Upto 17.00 Hrs on 21.06.2017
  - Pre Bid Date & Time: at 11.00 Hrs on 23.08.2018
  - Tender Closing Date & Time: up to 06.09.2018 15:00 Hrs
  - Manual submission of EMD: 06.09.2018 up to 15.00hrs
  - Opening of BID I & BID II : From 15:30 Hrs. on 06.09.2018

For Registration and for further details on e-tendering, please visit website above mentioned portal (website) or below mentioned Helpdesk details.

Office Address :  
Antras Systems limited  
e-Tender helpdesk  
#24, Sudha Complex,  
03rd Stage, 04th Block,  
Basaveshwaranagara,  
Bangalore - 560079,

Help Desk Contact Details:



LICI, SCZO, HYD  
Tender for SITC of UPS (2018-19)  
For Various Offices under SCZO

Tel: 080-40482000/121/133/140  
Mobile: 9686115304/9686115323  
E-mail: [lokesh.hr@antaressystes.com](mailto:lokesh.hr@antaressystes.com)  
[raghuprashanth@antaressystems.com](mailto:raghuprashanth@antaressystems.com)

**Key Dates:**

| Sr. No. | Department Stage                 | Contractor Stage                      | Start Date and Time        | Expiry Date and Time    |
|---------|----------------------------------|---------------------------------------|----------------------------|-------------------------|
| 1       | Release of Tender document       | -                                     | 16.08.2018<br>10.00 Hrs    | 16.08.2018<br>17.00 Hrs |
| 2       | -                                | Downloading of Tender Document        | 17.08.2018<br>10.01 Hrs    | 06.09.2018<br>15.00 Hrs |
| 3       | Pre Bid meeting                  |                                       | 11.00 Hrs on<br>23.08.2018 | --                      |
| 3       | -                                | Online submission of tender documents | 17.08.2018<br>10.01 Hrs    | 06.09.2018<br>15.00 Hrs |
| 4       | Online Opening of BID I & BID II | -                                     | 06.09.2018<br>15.30 Hrs    | 06.09.2018              |

**NOTE:** The date of opening of BID III (Financial BID) shall be intimated at a later date to contractors, who fulfill the selection criteria,



LICI, SCZO, HYD  
Tender for SITC of UPS (2018-19)  
For Various Offices under SCZO

**LIFE INSURANCE CORPORATION OF INDIA**  
**INSTRUCTIONS IN REGARD TO SUBMISSION OF TENDERS**

NOTE: Tenderer should note that non-compliance of the following instructions will render the tender liable for rejection.

1. Address to which the BID No. II i.e. EMD and Tender Fee in a sealed envelop marked BID No. II is to be submitted:  
**The Chief Engineer,  
L.I.C. of India, South central Zonal Office,  
Saifabad, Hyderabad - 500063.**
2. Last date for receipt of tenders 06.09.2018 as per Key Dates. **up to 15.00 hours.**
3. Tenderer should ensure that the tender is received before the due date and time specified in the Key Dates of online tender.
4. Tenderer should fill in all the relevant information in prescribed templates/forms and put his Digital signature on the relevant places as required in the e-tendering System.
5. The schedule of Quantities should be filled in as per the format given in the online e-Tender.
6. Tenderer should note that he is to quote item rates only.
7. No liability whatsoever will be admitted nor claim allowed in respect of errors in the submitted tender due to missing / duplicate uploaded documents.
8. Proforma of Articles of Agreement should not be filled in by the tenderer. While the contract shall be deemed to have come into existence on issue of letter of acceptance to the successful tenderer, formal agreement shall be signed thereafter with the successful tenderer on non-judicial stamp paper of requisite value as per the proforma of Articles of Agreement. This clause is applicable to contracts of completion period exceeding six months.
9. Earnest Money will be accepted only in the form of Demand Draft/Pay Order/Banker's Cheque of any Nationalised Bank/Approved Scheduled Bank drawn in favour of "LIFE INSURANCE CORPORATION OF INDIA" payable at Hyderabad OR 50 % of the EMD in the form of Bank Guarantee and 50 % in the form of CROSSED DEMAND DRAFT/ Pay Order/ Banker's Cheque of any of the Nationalised Banks / Approved Scheduled Banks drawn in favour of the "**LIFE INSURANCE CORPORATION OF INDIA**" payable at "**Hyderabad**" only, and not in favour of any other Authority or location. Any tender, which is not accompanied by Earnest Money Deposit, shall be summarily rejected. No interest will be paid for the period during which the earnest money lies in deposit with the Employer.
10. The tender shall be accompanied by a certified true copy of Power of Attorney in favour of the signatory to the tender documents. If the tender is submitted on behalf of a firm, it must be signed either by all partners or person holding a valid power of attorney from all partners constituting the firm. The person signing the tender on behalf of another partner(s) or on behalf of a firm on Company shall attach with the Tender a proper Power of Attorney duly executed in his favour by such other person(s) or by all the partners in accordance with the Constitution of the Company / Articles of Association, stating that he has the authority to sign on behalf of such other person(s) of the firm or the Company as the case may be, in all matters pertaining to the contract including the Arbitration Clause. The tenderers can submit the scan copy of the same on the online portal.

11. Contractors are warned that Cash, or Encashable Cheque, or Bank or Insurance Guarantee, or Fixed Deposit receipt in lieu of the aforementioned form of Earnest Money remittance will not be accepted
12. Tenders containing errors are liable to be considered non-bonafide at the discretion of the Chief Engineer
13. Tenderer should note that tender should remain open for consideration for a minimum period of **SIX MONTH** from the date fixed for the receipt of tenders.
14. The Life Insurance Corporation of India reserves the right to accept any tender or to accept tenders in part; to reject any or all tenders without assigning reasons thereof.
15. Contractors should fill in their **“item rate in the SCHEDULE OF QUANTITIES or prescribed form provided on online portal in both FIGURES and WORDS.** Tenders containing the item rate only in figures are liable to be considered non-bonafide at the discretion of the Chief Engineer and entail forfeiture of Earnest Money Deposit.
16. If on check there are differences between the rates/ Percentage given by the contractor in words and figures or in the amount worked out or no rate /amount quoted by him, the following shall be considered:
  - a) When there is a difference between the rates/ Percentage in figures and in words, the rates which correspond to the amounts worked out by the contractor, shall be taken as correct.
  - b) When the amount of an item is not worked out by the contractor or it does not correspond with the item rate written either in figures or in words, then the item rate quoted by the contractor in words shall be taken as correct.
  - c) When the item rate quoted by the contractor in figures and in words tallied but the amount is not worked out correctly, the item rate quoted by the contractor shall be taken as correct and not the amount.

#### 17. APPLICABILITY OF MSME PROVISION ON WORK CONTRACT:

**Benefits under Public Procurement Policy for MSME shall not be extended against tenders for “Works Contract”. All Construction / Vendors Associates applied for the work shall have to deposit the requisite Application Money / Earnest Money etc. as per Tender Condition failing to which the tender will be considered as “Non-bonafide” tender.**

**INFORMATION & INSTRUCTIONS TO THE BIDDERS**  
**FOR USING ONLINE ELECTRONIC TENDERING SYSTEM (eTS)**

Special Conditions & instructions for using online Electronic Tendering System (eTS) through portal (website) <http://www.tenderwizard.com/LIC> adopted by Life Insurance Corporation of India (LIC), South Central Zone, Hyderabad as given in the subsequent pages will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

- **Registration of the Contractors/Bidders:** All the Contractors intending to participate in the tenders floated online using Electronic Tendering System (ETS) are required to get registered on the eTender Portal (website) <http://www.tenderwizard.com/LIC>

Only after the concerned officer of LIC Division approves the Registration / Empanelment of the contractor online, the contractor shall be allowed to participate in the tenders floated by the department using the Electronic Tendering System.

After successful Registration on above mentioned portal **contractor will** get a User ID and Password to access the website.

- **Viewing of Online Tenders:** The contractors/bidders can view tenders floated on online Electronic Tendering System (ETS) hereinafter referred as “eTendering System” through portal (website) at <http://www.tenderwizard.com/LIC>. They can view the details like Tender Notice, Terms and Conditions, drawing (if any) and any other information. To download through they need to login on to the above portal and can download the tender documents of an eTender.
- **Obtaining a Digital Certificate and its Usage:** On eTendering System the bids should be Encrypted and Signed electronically with a Digital Signature Certificate (DSC) to establish the identity of the bidder on online Portal. The Digital Signature Certificate (DSC) has two keys i.e. Public Key and Private Key. The Public Key is used to Encrypt (code) the data and Private Key is used to decrypt (decode) the data. The Encryption means conversion of normal text into coded language whereas decryption means conversion of coded language into normal text. These Digital Signature Certificates (DSCs) are issued by an approved Certifying Authority, by the Controller of Certifying Authorities (CCA India), Government of India.
- The contractors may obtain Class III digital certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities on the portal <http://cca.gov.in>. or may obtain information and application format and documents required for issue of digital certificate from our Service Provider for Electronic Tendering System (ETS):

M/S .Antares systems limited  
E-Tender helpdesk  
#24, Sudha Complex,  
03rd Stage, 04th Block,  
Basaveshwaranagara,  
Bangalore - 560079,

Help Desk Contact Details:  
Tel: 080-40482000/121/133/140  
Mobile: 9686115304/9686115323  
E-mail: [lokesh.hr@antaressystes.com](mailto:lokesh.hr@antaressystes.com)  
[raghuprashanth@antaressystems.com](mailto:raghuprashanth@antaressystems.com)

- The Bid (Online Offer) for a particular eTender may be submitted only using the Digital Signature Certificate (DSC), which is used to Encrypt (codified) the data and sign the Hash (Impression of your data) during the stage of Bid Preparation and Hash submission. In case, during the process of a particular eTender, the user loses his Digital Certificate (i.e. due to virus attack, hardware problem, operating system problem), he may not be able to submit the bid online. Hence, the users are advised to keep their Digital Signature Certificates in safe custody.
- The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.
- Bidders participating in e-tendering shall check his/her validity of Digital Signature Certificate before bidding in the specific work floated online at the eTendering Portal (website) through <http://www.tenderwizard.com/LIC>.
- **Submission of Earnest Money Deposit:**

Contractors have to deposit EMD of required amount and in the form as stated in of DD/ or 50 % DD and 50 % BG in a sealed envelope on and before of required amount as mentioned in the respective eTender in the form of “CROSSED DEMAND DRAFT “ of any of the Nationalized Banks drawn in the favour of the “**Life Insurance Corporation of India**” payable at “**Hyderabad**” only, and not in the favour of any other Authority or Location .

  - Refund of Earnest Money Deposit to the unsuccessful bidders will be made through RTGS/NEFT.
  - A scanned copy of DD against EMD should be uploaded mandatory while Bid Preparation stage (as per the Key Dates mentioned in eTender and Tender document) and **original D.D./BG should be submitted to the Chief Engineer, South Central Zonal Office, Life Insurance Corporation of India, Jeevan Bhagya, Saifabad, Hyderabad - 500 063 in the sealed envelope ( BID II ) on or before the due date mentioned** in Key Dates of eTender, otherwise your **BID I & II will not be opened**.
- **Submission of Tender Document Fees:**
  - The Contractors have to submit a Demand Draft of requisite amount as mentioned in the particular e-Tender against the Tender Document Cost of any of the Nationalized Banks drawn in the favour of the “**Life Insurance Corporation of India**” payable at “**Hyderabad**” only, and not in the favour of any other Authority or Location.
  - The scanned copy of the Demand Draft against Tender Document Fees should be uploaded mandatory during “Bid Hash Submission” stage (as per the due date mentioned in Key Dates of eTender and original DD should be submitted to the Chief Engineer, South Central Zonal Office, Life Insurance Corporation of India, Jeevan Bhagya, Saifabad, Hyderabad - 500 063 in the sealed envelope on or before the due date mentioned in Key Dates of respective eTender, otherwise your Tender will not be opened.

- If the tenders are cancelled or recalled on any grounds, the tender document fees will not be refunded to the agency.
- **Submission of Tender Processing Fees:**
- **~~Tender Processing Fee to be paid online through e-payment debit card/credit card facility/net banking available on e-tendering website.~~**

**~~For further clarification kindly contact our Helpdesk as mentioned above.~~**

- **Tender Download:**
- The Eligible Bidders can download the Tender Document online from above eTendering Portal <http://www.tenderwizard.com/LIC> before the Tender closing date & time mentioned in the eTender floated.
- **Submission of Bid Hash of online bids:**
- The bidders are required to prepare their bids on online eTendering Portal as mentioned above. During bid preparation the bidders have to send their Public Key of DSC hence they are advised to procure DSCs at earliest to participate in the eTender. They are required to upload the scan copies of Demand Draft for Tender Document Fees and Earnest Money Deposit. Also bidders are required scan and upload any other documents related to their credentials and submit wherever asked online. The bidders have to prepare their commercial bid online during in this stage only and seal (Encrypt) and digital sign the online bid with their Digital Signature Certificates. The Bidders should take note of any corrigendum being issued on the web portal on a regular basis. They should view and note down or take a printout the Bid Hash submitted and ensure that it matches during "Re-Encryption of Bids" stage. The bidders will not be able to change their technical details and offer (rates) after expiry of due date and time on online portal.
- **Generation of Super Hash:** After the time of submission of Bid Seal (Hash) by the Contractors/Bidders has lapsed, the bid round will be closed and a "Digitally signed tender Super-Hash" will be generated by concerned LIC Department official. This is equivalent to sealing the tender box.
- **Re-Encryption of Bids:** Once the Generation of Super Hash stage is completed the Contractors/bidders have to decrypt their bids as they are in encrypted mode by their DSC and re-encrypt with Department user's Public Key which will be included in the eTender. During this process they need use their DSC for decryption of Bids and signing of Bid Hash once again for security. The electronic bids of only those Contractors/bidders who have submitted their bid seals (hashes) within the stipulated time, as per the tender time schedule (Key Dates), will be accepted by the system. A Contractor who does not submit his bid seal (hash) within the stipulated time will not be allowed to submit his bid (Re-Encryption). This stage could be considered as transfer of control to LIC Department user.
- **Pre-bid discussion with all applicants on key dates.**



LICI, SCZO, HYD  
Tender for SITC of UPS (2018-19)  
For Various Offices under SCZO

- **Opening of Tender (Electronic offers):** (a) EMD Bid & Pre-qualification Bid shall be opened on key dates. (b) The date of opening of Price/Financial Bid shall be intimated to the Eligible Bidders.

**TENDER EVALUATION PROCEDURE**

Tenders are invited in Three Bid tendering system.

**1.BID I (Pre-qualifying):** This bid will be online filled in enrolment form with credentials of contractors including copy of DD/Pay Order/Banker's Cheque/BG of EMD of Rs. **1,53,000.00** "Pre-qualification" will be selection of contractors on the basis of minimum bank solvency, Annual turnover & Value of work done of similar nature as mentioned in the selection Criteria. All the necessary required papers i.e. self attested copies of annual turnover (certified by Chartered Accountant), Bank solvency (**issued latest or within three months prior to date of this tender notice**), copy of work/ works executed, Completion Certificates. All required scanned documents duly self attested only to be uploaded online.

**2 BID II (Technical & E.M.D. Bid) :** **Earnest Money Deposit of Rs. 1,53,000.00** in the form of Demand Draft/Pay Order/Banker's Cheque in favour of "Life Insurance Corporation of India" payable at Hyderabad. OR 50% amount i.e. **Rs76,500.00** in the form of Bank Guarantee of any Nationalised/Scheduled Bank & another 50% amount i.e. **Rs. 76500.00** in the form of Demand Draft/Pay Order/Banker's Cheque drawn in favour of "Life Insurance Corporation of India" payable at Hyderabad. On the due date of opening of Pre-qualification Bid, the BID II will be opened first and the Pre-qualification Bid (BID No.I) of contractors whose Tender Fee and EMD found in order shall be opened online.

**3 BID III ( Financial Bid ) :** The Price Bid consists of letter to contractor, letter from contractor, Appendix to Condition of Contract, Schedule of Quantities etc . The agency shall fill **item** rates both in words and figures. **The agency shall note that no condition shall be mentioned in the Price Bid. The conditional Tender is liable to be rejected.** The Financial Bid will be opened on the scheduled date. Date of opening of FINANCIAL BID will be conveyed to the agencies who qualify in BID I & II. The **item** rates quoted in Tender shall remain valid for **6 months** from the last date of submission of Tender.

**Note:**

- 1. The EMD of the contractors who do not qualify in Prequalification Bid will be released without opening Financial bid.**

**LIFE INSURANCE CORPORATION OF INDIA.**  
**South Central Zonal Office, "JEEVAN BHAGYA", Saifabad, Hyderabad**

**INSTRUCTIONS FOR FILLING AND SUBMISSION OF PRE-QUALIFICATION BID**

The Enrolment Form along with the Annexure A1, A2 and B to G shall be completely filled in all respect along with these instructions for filling and uploading of Enrolment Form.

1. Contractors to note that all particulars required as per the form and Annexures shall be filled in completely in relevant strictly as per the format.
2. The forms not submitted strictly as per the above instructions within stipulated period are liable to be rejected,
3. The Pre-qualifying Bid of the eligible agencies, which fulfill the selection criteria, shall be evaluated. Please note that no enquiries or correspondence regarding the selection for issue of tenders shall be entertained.
4. Latest Solvency Certificate from any Nationalised/Scheduled Bank of an amount of **Rs.204.00 Lakhs** as mentioned in the pre-qualification tender notice should be uploaded submitted along with BID DOCUMENT NO. I.
5. The Contractors are advised to follow the instructions given below :
  - (a) Enrolment Form shall be filled online in the e-tendering portal in capital letters **or and** typed.
  - (b) Full address of the site of work, owner or authority under whom the works have been carried out should be given (Please refer Annexure **D & E**).
  - (c) The Tenderer should ensure to submit the satisfactory Completion Certificate giving the value of work, year of completion and it should also tally with the value of final bill in **Annexure D**.
  - (d) The annual turnover should be based on latest Income Tax Clearance Certificate duly cleared by Income Tax Department or audited balance sheet, copy of which should be enclosed.
  - (e) Copy of Agreement in case of works carried out for private agencies **should be enclosed**.
6. All the documents uploaded are to be self attested by the authorized signatory.
7. Please note that the submission of PQ BID does not confer any right to claim for selection for further tendering process.
8. Chief Engineer reserves the right to reject the PQ BID of the applicant without assigning any reason whatsoever.

Encl: Enrolment Form with Annexure A1, A2 and B to **G**

**CHIEF ENGINEER**



LICI, SCZO, HYD  
Tender for SITC of UPS (2018-19)  
For Various Offices under SCZO

**LIFE INSURANCE CORPORATION OF INDIA  
ENGINEERING DEPARTMENT  
SOUTCH CENTRAL ZONE, HYDERABAD**

**FORM FOR PRE-QUALIFICATION BID**

I / We \_\_\_\_\_ am/ are desirous of submitting Pre-  
Qualification bid for \_\_\_\_\_ and hereby apply for the  
same.

I / We give the following details for your consideration.

| Sl.no | QUERY                                                                                                                                |             |   | ANSWER |
|-------|--------------------------------------------------------------------------------------------------------------------------------------|-------------|---|--------|
| 1     | Name of the firm                                                                                                                     |             | : |        |
|       | Proprietary / Corporate                                                                                                              |             |   |        |
| 2     | Address                                                                                                                              | OFFICE      |   |        |
|       |                                                                                                                                      | RESIDENTIAL |   |        |
| 3     | i) What is the constitution of firm viz. Sole Proprietor, Partnership, Pvt. Ltd., Public Ltd., etc.                                  |             |   |        |
|       | ii) Upload copy of partnership deed, Articles of Association or Affidavit in case of sole proprietorship as per <b>Annexure A-1.</b> |             |   |        |
|       | iii) Fill-in enclosed <b>Annexure A-2.</b>                                                                                           |             |   |        |

|    |                                                                                                                                                                                                                                                                                                                                          |                     |             |  |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|-------------|--|
| 4  | PAN No.                                                                                                                                                                                                                                                                                                                                  |                     |             |  |
|    | TIN No.                                                                                                                                                                                                                                                                                                                                  |                     |             |  |
|    | VAT Registration No.                                                                                                                                                                                                                                                                                                                     |                     |             |  |
|    | Service Tax Registration No.                                                                                                                                                                                                                                                                                                             |                     |             |  |
| 5. | Registration with EPF and Details                                                                                                                                                                                                                                                                                                        |                     |             |  |
|    | Registration as per Labour Act and Details                                                                                                                                                                                                                                                                                               |                     |             |  |
| 6  | Contact Details                                                                                                                                                                                                                                                                                                                          | Office Phone No.    |             |  |
|    |                                                                                                                                                                                                                                                                                                                                          | Residence Phone No. |             |  |
|    |                                                                                                                                                                                                                                                                                                                                          | Mobile No.          |             |  |
|    |                                                                                                                                                                                                                                                                                                                                          | Fax No.             |             |  |
|    |                                                                                                                                                                                                                                                                                                                                          | e-mail              |             |  |
| 7  | Month and year in which the firm was established in present name                                                                                                                                                                                                                                                                         |                     |             |  |
| 8  | Particulars of old firm (if present firm is new) if main partners of the present firm were working as construction contractors, in some other name in the past (The partnership deed of old firm be uploaded)                                                                                                                            |                     |             |  |
| 9  | Particulars of sister construction firms, if any:                                                                                                                                                                                                                                                                                        |                     |             |  |
| 10 | Fill and enclose <b>Annexure B</b> giving details of enrolment with LIC of India in the past and with other organizations                                                                                                                                                                                                                |                     |             |  |
| 11 | Has the applicant or his partners or Directors been black listed in the past by any Central or State Govt. Deptt. / Organisation                                                                                                                                                                                                         |                     |             |  |
| 12 | i) Annual Turn Over for last <b>four years</b> (upload the self attested Statement of Accounts of last three consecutive years duly certified by Chartered Accountant with Registration Number Details of works and ATO are to be filled up in Annexure-G for bidding capacity. The Bank Statement for last 12 months shall be uploaded. | YEAR                | Rs. in Lakh |  |
|    |                                                                                                                                                                                                                                                                                                                                          | i                   | 2014-2015   |  |
|    |                                                                                                                                                                                                                                                                                                                                          | ii                  | 2015-2016   |  |
|    |                                                                                                                                                                                                                                                                                                                                          | iii                 | 2016-2017   |  |
|    | iv                                                                                                                                                                                                                                                                                                                                       | 2017-2018           |             |  |
|    | ii) What evidence of proof is uploaded to support the amounts of yearly turnover                                                                                                                                                                                                                                                         |                     |             |  |
|    |                                                                                                                                                                                                                                                                                                                                          |                     |             |  |

|    |                                                                                                                                                                                                                        |  |                                                                                                       |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-------------------------------------------------------------------------------------------------------|
|    | iii) Upload latest income tax clearance Certificate                                                                                                                                                                    |  | Certificate of chartered accountant uploaded for Assessment year                                      |
| 13 | i) Name and complete postal address of bankers and statement of accounts of last 3 consecutive years duly certified by Chartered Accountant with registration number etc.                                              |  |                                                                                                       |
|    | ii) NEFT and Bank Account Details                                                                                                                                                                                      |  | Name of Bank :                                                                                        |
|    |                                                                                                                                                                                                                        |  | Account No.                                                                                           |
|    |                                                                                                                                                                                                                        |  | IFSC Code :                                                                                           |
|    | iii) Upload solvency certificate indicating amount <b>(The certificate should not be more than 3 months old).</b>                                                                                                      |  |                                                                                                       |
|    | iv) Bank Guarantee limit with Various banks                                                                                                                                                                            |  | i) Rs. _____ Lac with _____<br>ii) Rs. _____ Lac with _____<br>iii) Rs. _____ Lac with _____<br>TOTAL |
| 14 | i) Upload list of immovable properties with complete postal addresses, full description & reasonable market value of property duly supported by certificate of DM/ Collector/ First Class Magistrate/ approved valuer. |  |                                                                                                       |
|    | ii) Whose supporting certificate is enclosed                                                                                                                                                                           |  | Rs. _____<br>of _____<br>Date _____                                                                   |
| 15 | i) Particulars of movable properties along with Banker's reference                                                                                                                                                     |  |                                                                                                       |
|    | Value of tools & plants                                                                                                                                                                                                |  | Rs.                                                                                                   |
|    | Other Assets                                                                                                                                                                                                           |  | Rs.                                                                                                   |
|    | Total                                                                                                                                                                                                                  |  | Rs.                                                                                                   |

|    |                                                                                                                                                                                                                                                                                                                                                            |  |  |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
|    | ii) Whose reference is uploaded?                                                                                                                                                                                                                                                                                                                           |  |  |
| 16 | Fill in and upload list of tools & plants as per <b>Annexure-C</b> enclosed.                                                                                                                                                                                                                                                                               |  |  |
| 17 | Fill in & upload <b>Annexure-D</b> giving full particulars about major works completed during past seven years<br><b>NOTE: List of only those works which are carried out by firm requesting for enrolment is to be given. Work completion certificate for qualified projects must be uploaded with address &amp; contact numbers of issuing authority</b> |  |  |
| 18 | Work in Progress:                                                                                                                                                                                                                                                                                                                                          |  |  |
|    | i) Whether full details of major work on hand given in <b>Annexure 'E'</b><br><b>Note: The details must be self attested.</b>                                                                                                                                                                                                                              |  |  |
|    | ii) Are copies of work orders for such large works uploaded                                                                                                                                                                                                                                                                                                |  |  |
| 19 | Whether full information regarding permanent technical staff employed given in <b>Annexure 'F'</b>                                                                                                                                                                                                                                                         |  |  |
| 20 | i) How do you normally carry out works of UPS installations                                                                                                                                                                                                                                                                                                |  |  |
|    | ii) Who is the license holder and what his experience of this work is.                                                                                                                                                                                                                                                                                     |  |  |
| 21 | i) How do you normally get work of <b>electrical installations</b> carried out                                                                                                                                                                                                                                                                             |  |  |
|    | ii) Who is the license holder & what is his experience                                                                                                                                                                                                                                                                                                     |  |  |
| 22 | Any <b>other information</b> the applicant might like to give                                                                                                                                                                                                                                                                                              |  |  |



LICI, SCZO, HYD  
Tender for SITC of UPS (2018-19)  
For Various Offices under SCZO

### **DECLARATION**

I/We agree to notify the officer accepting this application for Pre-Qualification of Life Insurance Corporation of India, of any changes in the foregoing particulars as and when they occur and to verify and confirm.

I/We understand and agree that the appropriate Life Insurance Corporation of India Authority has the right as he may decide, not to open Financial Bid tender in any particular case and also to suspend, remove or blacklist my/our name from Life Insurance Corporation of India list of contractors in the event of my/our furnishing false particulars in the pre-qualification bid form or submitting non-bonafide tenders or for technical or other delinquency in regard to which the decision of appropriate Life Insurance Corporation of India Authority shall be final and conclusive.

I/We certify that the particulars furnished in the Pre qualification bid forms are correct and that should it be found that I/We have given a false certificate or that if I/We fail to notify the fact of my/our subsequent amalgamation with another contractor or firm, the Life Insurance Corporation of India may disqualify my/our name from the opening Financial bid.

PLACE:  
DATE :

SIGNATURE OF CONTRACTOR

CONTRACTOR

CHIEF ENGINEER



LICI, SCZO, HYD  
Tender for SITC of UPS (2018-19)  
For Various Offices under SCZO  
ANNEXURE – A1

## AFFIDAVIT

(On Non Judicial Stamp paper of Rs.\* \_\_\_\_\_/- in case the individual who is the sole proprietor of the firm)

I  
..... s/o  
..... age..... years, occupation business  
r/o..... do hereby state on oath as under:

That I am residing in ..... locality of  
District ..... since last..... years.

That I am the sole proprietor of a proprietary concern name and style as  
“.....” having it's office at  
..... District ..... dealing in business of  
Government, civil contracts and ancillary works attached therefore.

Hence this affidavit.

Deponent \_\_\_\_\_

Note: This Affidavit should be notarized.



LICI, SCZO, HYD  
Tender for SITC of UPS (2018-19)  
For Various Offices under SCZO  
ANNEXURE A2

**LIFE INSURANCE CORPORATION OF INDIA**

**CONSTITUTION OF FIRM – SOLE  
PROPRIETORSHIP/PARTNERSHIP/LTD.CO./OTHER**

**DETAILS OF CONSTITUTENTS**

| Sr.<br>No<br>. | Name of sole<br>partner or Director /<br>other High Officials | Age | Share | Technical Experience |               |                | Whether power<br>of attorney<br>Holder |
|----------------|---------------------------------------------------------------|-----|-------|----------------------|---------------|----------------|----------------------------------------|
|                |                                                               |     |       | Year<br>to           | As<br>Employe | As<br>contract |                                        |
| 1              | 2                                                             | 3   | 4     | 5                    | 6             | 7              | 8                                      |
|                |                                                               |     |       |                      |               |                |                                        |

**SIGNATURE OF CONTRACTOR**

**CONTRACTOR**

**CHIEF ENGINEER**



LICI, SCZO, HYD  
Tender for SITC of UPS (2018-19)  
For Various Offices under SCZO  
**ANNEXURE – B**

## LIFE INSURANCE CORPORATION OF INDIA

### PARTICULARS OF ENROLMENT WITH LIC AND OTHER ORGANIZATION

I.

|                                                              |    |  |
|--------------------------------------------------------------|----|--|
| Name of works for<br>Which enrolled by<br>L.I.C. in the past | 1) |  |
|                                                              | 2) |  |
|                                                              | 3) |  |
|                                                              | 4) |  |
| Sr. Nos. for which tenders were<br>submitted :               |    |  |
| Sr. Nos. for which work-order was<br>received:               |    |  |

II. ENROLMENT WITH OTHER ORGANISATIONS:

| Sr.<br>No. | Name & Address of<br>Authority with whom<br>you are enrolled | FIRST TIME<br>ENROLMENT |                                      | LAST RENEWAL OR ENROLMENT |                          |                          |                                      |
|------------|--------------------------------------------------------------|-------------------------|--------------------------------------|---------------------------|--------------------------|--------------------------|--------------------------------------|
|            |                                                              | Year<br>to<br>year      | Is copy<br>of letter<br>enclose<br>d | Year<br>to<br>year        | Class or<br>Categor<br>y | Limit<br>(Rs. in<br>Lac) | Is copy<br>of letter<br>enclose<br>d |
| (1)        | (2)                                                          | (3)                     | (4)                                  | (5)                       | (6)                      | (7)                      | (8)                                  |
|            |                                                              |                         |                                      |                           |                          |                          |                                      |

SIGNATURE OF CONTRACTOR

CONTRACTOR

CHIEF ENGINEER



LICI, SCZO, HYD  
Tender for SITC of UPS (2018-19)  
For Various Offices under SCZO  
**ANNEXURE – C**

**LIFE INSURANCE CORPORATION OF INDIA**

**PARTICULARS OF ELECTRICAL/UPS TOOLS AND PLANT**

| <b>Sr.<br/>No.</b> | <b>Item</b> | <b>Specification</b> | <b>Quantity</b> | <b>Estimated<br/>Value</b> | <b>Remarks</b> |
|--------------------|-------------|----------------------|-----------------|----------------------------|----------------|
| (1)                | (2)         | (3)                  | (4)             | (5)                        | (6)            |
| 1.                 |             |                      |                 |                            |                |
| 2.                 |             |                      |                 |                            |                |
| 3.                 |             |                      |                 |                            |                |
| 4.                 |             |                      |                 |                            |                |
| 5.                 |             |                      |                 |                            |                |
| 6.                 |             |                      |                 |                            |                |
| 7.                 |             |                      |                 |                            |                |
| 8.                 |             |                      |                 |                            |                |
| 9.                 |             |                      |                 |                            |                |
| 10.                |             |                      |                 |                            |                |

**SIGNATURE OF CONTRACTOR**

CONTRACTOR

CHIEF ENGINEER

LICI, SCZO

LICI, SCZO, HYD  
Tender for SITC of UPS (2017-18)  
For Various Offices under SCZO

**ANNEXURE – D**

**LIFE INSURANCE CORPORATION OF INDIA**

**LIST OF MAJOR WORKS COMPLETED DURING LAST FOUR YEARS**

| Sr.<br>No. | Name and Complete Postal<br>Address of |       |                                        | Order              |                                       |                     | Value of<br>work as<br>per final<br>bill (Rs.<br>in Lac) | Commencement of<br>work<br>month<br>Year | Completion of<br>work<br>month<br>Year | Penalty<br>levied for<br>delay of<br>completion, if<br>any |
|------------|----------------------------------------|-------|----------------------------------------|--------------------|---------------------------------------|---------------------|----------------------------------------------------------|------------------------------------------|----------------------------------------|------------------------------------------------------------|
|            | Site of<br>Work &<br>Nature of<br>Work | Owner | Authority<br>under<br>whom<br>work was | Ref. No.<br>& Date | Contract<br>Amount<br>(Rs. in<br>Lac) | Is copy<br>enclosed |                                                          |                                          |                                        |                                                            |
| (1)        | (2)                                    | (3)   | (4)                                    | (5)                | (6)                                   | (7)                 | *(8)                                                     | (9)                                      | (10)                                   | (11)                                                       |
|            |                                        |       |                                        |                    |                                       |                     |                                                          |                                          |                                        |                                                            |

**SIGNATURE OF CONTRACTOR**

CONTRACTOR

CHIEFENGINEER

LICI, SCZO

LICI, SCZO, HYD  
Tender for SITC of UPS (2017-18)  
For Various Offices under SCZO

**\*Value of works in Column (8) shall have to be carried over to Annexure-G for calculation of Bidding capacity.**

**ANNEXURE –E**

**LIFE INSURANCE CORPORATION OF INDIA  
LIST OF WORK IN HAND**

| Sr.<br>No. | Name and Complete Postal Address of    |       |                                                    | Order              |                           |                     | Date of<br>commen<br>ce-ment<br>of work | Scheduled<br>date of<br>completion<br>of work | Progress made<br>and expected<br>date of<br>completion and<br>reasons for<br>delay, if any |
|------------|----------------------------------------|-------|----------------------------------------------------|--------------------|---------------------------|---------------------|-----------------------------------------|-----------------------------------------------|--------------------------------------------------------------------------------------------|
|            | Site of<br>Work &<br>Nature of<br>Work | Owner | Authority<br>under whom<br>work was<br>carried out | Ref. No.<br>& Date | Amount<br>(Rs. in<br>Lac) | Is copy<br>enclosed |                                         |                                               |                                                                                            |
| (1)        | (2)                                    | (3)   | (4)                                                | (5)                | *(6)                      | (7)                 | (8)                                     | (9)                                           | (10)                                                                                       |
|            |                                        |       |                                                    |                    |                           |                     |                                         |                                               |                                                                                            |

**SIGNATURE OF CONTRACTOR**

**\*Value of works in Column (10) shall have to be carried over to Annexure-G for calculation of Bidding capacity.**

**ANNEXURE – F****PARTICULARS OF PERMANENT TECHNICAL STAFF**

| <b>Sr. No.</b> | <b>Name</b> | <b>Designation</b> | <b>Age</b> | <b>Academic Qualification</b> | <b>Service with the Firm</b> | <b>Details of Experience Year to Year</b> |
|----------------|-------------|--------------------|------------|-------------------------------|------------------------------|-------------------------------------------|
| <b>(1)</b>     | <b>(2)</b>  | <b>(3)</b>         | <b>(4)</b> | <b>(5)</b>                    | <b>(6)</b>                   | <b>(7)</b>                                |
|                |             |                    |            |                               |                              |                                           |
|                |             |                    |            |                               |                              |                                           |
|                |             |                    |            |                               |                              |                                           |
|                |             |                    |            |                               |                              |                                           |
|                |             |                    |            |                               |                              |                                           |
|                |             |                    |            |                               |                              |                                           |
|                |             |                    |            |                               |                              |                                           |
|                |             |                    |            |                               |                              |                                           |
|                |             |                    |            |                               |                              |                                           |
|                |             |                    |            |                               |                              |                                           |
|                |             |                    |            |                               |                              |                                           |
|                |             |                    |            |                               |                              |                                           |
|                |             |                    |            |                               |                              |                                           |
|                |             |                    |            |                               |                              |                                           |
|                |             |                    |            |                               |                              |                                           |

**SIGNATURE OF CONTRACTOR**CONTRACTOR  
CHIEF ENGINEER

LICI, SCZO

LICI, SCZO, HYD  
Tender for SITC of UPS (2017-18)  
For Various Offices under SCZO

Name of contractor:

ANNEXURE- 'G'/1

A. Completed Works of similar nature.

Period considered from 01.04.2014

| S. No | Name of work | Contract value | Actual value | D.O.S | D.O.C. | Period in months |  | 2014-15 | 2015-16 | 2016-17 | 2017-18 |  |  | Remarks |
|-------|--------------|----------------|--------------|-------|--------|------------------|--|---------|---------|---------|---------|--|--|---------|
|       |              |                |              |       |        |                  |  |         |         |         |         |  |  |         |
|       |              |                |              |       |        |                  |  |         |         |         |         |  |  |         |
|       |              |                |              |       |        |                  |  |         |         |         |         |  |  |         |
|       |              |                |              |       |        |                  |  |         |         |         |         |  |  |         |
|       |              |                |              |       |        |                  |  |         |         |         |         |  |  |         |
|       |              |                |              |       |        |                  |  |         |         |         |         |  |  |         |

CONTRACTOR

CHIEF ENGINEER

**B. In hand works of similar nature.**

| S. No | Name of work | Contract value | Actual value | D.O.S | D.O.C. | Period in months |  | 2014 - 15 | 2015 - 16 | 2016 - 17 | 2017 - 18 |  |  | Balance work to be completed till March 2019. |
|-------|--------------|----------------|--------------|-------|--------|------------------|--|-----------|-----------|-----------|-----------|--|--|-----------------------------------------------|
|       |              |                |              |       |        |                  |  |           |           |           |           |  |  |                                               |
|       |              |                |              |       |        |                  |  |           |           |           |           |  |  |                                               |

**C. Declaration as per Affidavit.****Bidding Capacity = [A x N x 2] – B= Rs.....****Bidding Capacity:-**The bidding Capacity of the Contractor should be equal to or more than estimated cost of the work put to tender. The bidding capacity shall be worked out by the following formula:**Bidding Capacity = [A x N x 2] – B**

Where,

**A=** Maximum value of Construction works of UPS Nature of works executed in any one year during the last FOUR YEARS taking into account the completed as well as the works in progress.**N=** Number of years prescribed for completion of work for which LICI have Invited bids.**B=**Value of existing commitments and on going works to be completed during the period of completion of work for which bids have been invited.(An affidavit duly notarized in support of this statement is must)

SIGNATURE OF CONTRACTOR

CONTRACTOR

CHIEF ENGINEER

Name of contractor:

ANNEXURE- 'G'/2

A. Completed Works of similar nature. Period considered from 01.04.2014

| S. No | Name of work | Annual Turn Over |         |         |         |         |  |  | Remarks |
|-------|--------------|------------------|---------|---------|---------|---------|--|--|---------|
|       |              |                  | 2014-15 | 2015-16 | 2016-17 | 2017-18 |  |  |         |
|       |              |                  |         |         |         |         |  |  |         |

B. In hand works of similar nature.

| S. No | Name of work | Annual Turn Over |         |         |         |         |  |  | Balance work to be completed till March 2019. |
|-------|--------------|------------------|---------|---------|---------|---------|--|--|-----------------------------------------------|
|       |              |                  | 2014-15 | 2015-16 | 2016-17 | 2017-18 |  |  |                                               |
|       |              |                  |         |         |         |         |  |  |                                               |

**Bidding Capacity = [A x N x 2] – B= Rs.....****Bidding Capacity:**-The bidding Capacity of the Contractor should be equal to or more than estimated cost of the work put to tender. The bidding capacity shall be worked out by the following formula:**Bidding Capacity = [A x N x 2] – B**

Where,

**A**= Maximum value of similar nature of works executed in any one year during the last seven years taking into account the completed as well as the works in progress.**N**= Number of years prescribed for completion of work for which LICI have Invited bids.**B**=Value of existing commitments and on going works to be completed during the period of completion of work for which bids have been invited.(An affidavit duly notarized in support of this statement is must)

|                                |       |
|--------------------------------|-------|
| Bidding Capacity (2014-2015) = | Lakhs |
| Bidding Capacity (2015-2016) = | Lakhs |
| Bidding Capacity (2016-2017) = | Lakhs |
| Bidding Capacity (2017-2018) = | Lakhs |

SIGNATURE OF CONTRACTOR

**ANNEXURE – H****PRE-QUALIFICATION BID CHECKLIST**

| <b>Sr. No.</b> | <b>Description of Enclosure</b>                                              | <b>Refer Item of form</b>                                | <b>Uploaded YES/NO</b> |
|----------------|------------------------------------------------------------------------------|----------------------------------------------------------|------------------------|
| 1.             | Partnership deed/ Articles of Association/ Affidavit (★)<br>(★) Annexure A-1 |                                                          |                        |
| 2.             | Annexure (A-2) as supplied                                                   | (Particulars of Partners)                                |                        |
| 3.             | Annexure – B (as supplied)                                                   | (Particulars of enrolment in LIC and other Organization) |                        |
| 4.             | Proof of Turnover                                                            |                                                          |                        |
| 5.             | Latest I.T.C.C.                                                              |                                                          |                        |
| 6.             | Solvency Certificate                                                         |                                                          |                        |
| 7.             | Certificate of Bank Guarantee                                                |                                                          |                        |
| 8.             | Immovable Property Certificate                                               |                                                          |                        |
| 9.             | Movable Property reference                                                   |                                                          |                        |
| 10.            | (★) Annexure 'C' (as supplied)                                               | (Particulars of Electrical/UPS tools/ plant)             |                        |
| 11.            | (★) Annexure 'D' (as supplied)                                               | (List of major works completed during last 7 years)      |                        |
| 12.            | (★) Annexure 'E' (as supplied)                                               | (List of work in hand)                                   |                        |
| 13.            | (★) Copies of work orders                                                    |                                                          |                        |
| 14.            | (★) Annexure 'F' (as supplied)                                               | (Particulars of permanent technical staff)               |                        |
| 15.            | (★) Annexure 'G' (1 & 2)                                                     | Particulars for Bidding Capacity                         |                        |

**SIGNATURE OF CONTRACTOR**

CONTRACTOR

CHIEF ENGINEER

### **PRE CONTRACT INTEGRITY PACT**

#### **General:**

This pre-bid pre-contract Agreement (hereinafter called the Integrity Pact) is made on..... day of the month of .....201 , between, on one hand, the Life Insurance Corporation of India (hereinafter referred to as "LIC") a statutory Corporation established under section 3 of Life Insurance Corporation Act 1956 (XXXI of 1956) and having its corporate office at "Yogakshema" Jeevan Bima Marg Mumbai 400021. (hereinafter called the "BUYER" which expression shall mean and include, unless the context otherwise requires, his successors in office assigns) of the First part. And M/s ..... represented by Shri..... ( hereinafter called the "BIDDER /SELLER" which expression shall mean and include , unless the context otherwise requires, his successors and permitted assigns) of the Second part.

WHEREAS the BUYER proposes to procure (Name of the Stores/ Equipment/Item) and the BIDDER/Seller is willing to offer/has offered the stores and

WHEREAS the BIDDER is a private company/public company/Government undertaking/partnership/registered export agency, constituted in accordance with the relevant law in the matter and the BUYER is performing its function under the LIC Act 1956.

NOW, THEREFORE,

To avoid all forms of corruption by following a system that is fair, transparent and free from any influence/prejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to:-

Enabling the BUYER to obtain the desired said stores/equipment/item at a competition price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement, and

Enabling BIDDERS to abstain from bribing or indulging in any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and the BUYER will commit to prevent corruption, in any form, by its officials by following transparent procedures.

The parties hereto hereby agree to enter into this Integrity Pact and agree as follows:-

### **Commitments of the BUYER**

**1.1** he BUYER undertakes that no official of the BUYER, connected directly or indirectly with the contract, will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the BIDDER, either themselves or for any person, organisation or third party related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting on implementation process related to the contract.

**1.2** The BUYER will, during the pre-contract stage, treat all BIDDERS alike and will provide to all BIDDERS the same information and will not provide any such information to any particular BIDDER which could afford an advantage to that particular BIDDER in comparison to other BIDDERS.

**1.3** All the officials of the BUYER will report to the appropriate "CVO" any attempted or completed breaches of the above commitments as well as any substantial suspicion of such a breach.

**2.** In case any such preceding misconduct on the part of such official(s) is reported by the BIDDER to the BUYER with full and verifiable facts and the same

is prima facie found to be correct by the BUYER, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings may be initiated by the BUYER and such a person shall be debarred from further dealings related to the contract process. In such a case while an enquiry is being conducted by the BUYER the proceedings under the contract would not be stalled.

### **Commitments of BIDDERS**

**3.** The BIDDER commits itself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its bid or during any pre-contract or post-contract stage in order to secure the contract or in furtherance to secure it and in particular commit itself to the following:-

**3.1** The BIDDER will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the contract.

**3.2** The BIDDER further undertakes that it has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the contract of any other contract with the government for showing or forbearing to show favour or disfavor to any person in relation to the contract of any other contract with the Government.

- 3.3** Foreign BIDDERS shall disclose the name and address of their Indian agents and representatives in India, and Indian BIDDERS shall disclose their foreign BUYERS or associates.
- 3.4** BIDDERS shall disclose the payments to be made by them to their agents/brokers or any other intermediary, in connection with this bid/contract.
- 3.5** The BIDDER further confirms and declares to the BUYER that the BIDDER is the original manufacturer/ integrator/authorized agent of the stores/equipment/items and has not engaged any individual or firm or company whether Indian or foreign to intercede, facilitate or in any way to recommend to the BUYER or any of its functionaries, whether officially or unofficially to the award of the contract to the BIDDER, nor has any amount been paid, promised or intended to be paid to any such individual, firm or company in respect of any such intercession, facilitation or recommendation.
- 3.6** The BIDDER, either while presenting the bid or during pre-contract negotiations or before signing the contract, shall disclose any payments he has made, is committed to or intends to make to officials of the BUYER or their family members, agents, brokers or any other intermediaries in connection with the contract and the details of services agreed upon for such payments.
- 3.7** The BIDDER will not collude with other parties interested in the contract to impair the transparency, fairness and progress of the bidding process, bid evaluation, contracting and implementation of the contract.
- 3.8** The BIDDER will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.

**3.9** The BIDDER/Contractor will not commit any offence under the relevant India penal code (IPC) /Provision of corruption (PC) act .Further improperly , for purposes of competition or personal gain, pass on to others, any information provided by the BUYER as part of the business relationship, regarding plans, technical proposals and business details, including information contained in any electronic data carrier. The BIDDER also undertakes to exercise due and adequate care lest any such information is divulged.

**3.10** The BIDDER commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.

**3.11** The BIDDER shall not instigate or cause to instigate any third person to commit any of the actions mentioned above.

**3.12** If the BIDDER or any employee of the BIDDER or any person acting on behalf of the BIDDER, either directly or indirectly, is a relative of any of the officers of the BUYER, or alternatively, if any relative of an officer of the BUYER has financial interest/stake in the BIDDER's firm, the same shall be disclosed by the BIDDER at the time of filing of tender.

The term 'relative' for this purpose would be as defined in section 6 of the Companies Act 1956.

**3.13** The BIDDER shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee or the BUYER.

#### **4. Previous Transgression**

**4.1** The BIDDER declares that no previous transgression occurred in the last three years immediately before signing of this Integrity Pact, with any

other company in any country in respect of any corrupt practices envisaged hereunder or with any Public Sector Enterprise in India or any Government Department in India that could justify; BIDDER's exclusion from the tender process.

**4.2** The BIDDER agrees that if it makes incorrect statement on this subject, BIDDER can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

**5. Earnest Money (Security Deposit):**

**5.1** While submitting commercial bid, the BIDDER shall deposit an amount Rs..... (to be specified in RFP/Tender ) as Earnest Money as applicable/Security Deposit, with the BUYER through any of the following instruments:

- (i) Bank Draft of Pay Order in favour of LIC.
- (ii) A confirmed guarantee by an Indian Nationalized Bank, promising payment of the guaranteed sum to the BUYER on demand within three working days without any demur whatsoever and without seeking any reasons whatsoever. The demand for payment by the BUYER shall be treated as conclusive proof of payment.
- (iii) Any other mode or through any other instrument (to be specified in the RFP/Tender ).

**5.2** The Earnest Money /Security Deposit shall be valid up to the complete conclusion of the contractual obligations to the complete satisfaction of both the BIDDER and the BUYER, including warranty period, which ever is later.

**5.3** In case of the successful BIDDER a clause would also be incorporated in the Article pertaining to Performance Bond in the Purchase Contract that

the provisions of sanctions for Violation shall be applicable for forfeiture of Performance Bond in case of a decision by the BUYER to forfeit the same without assigning any reason for imposing sanction for violation of this Pact.

- 5.4** No interest shall be payable by the BUYER to the BIDDER on Earnest Money/Security Deposit for the period of its currency.

**6. Sanctions for Violations:**

**6.1** Any breach of the aforesaid provisions by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER) shall entitle the BUYER to take all or any one of the following actions, wherever required:-

- (i) To immediately call off the pre contract negotiations without assigning any reason or giving any; compensation to the BIDDER. However, the proceedings with the other BIDDER(s) would continue.
- (ii) The Earnest Money Deposit (in pre-contract stage) and/or Security Deposit/ Performance Bond (after the contract is signed) shall stand forfeited either fully or partially, as decided by the BUYER and the BUYER shall not be required to assign any reason therefore.
- (iii) To immediately cancel the contract, if already signed, without giving any compensation to the BIDDER.
- (iv) To recover all sums already paid by the BUYER, and in the case of an Indian BIDDER with interest thereon at 2% above the prevailing Prime Lending Rate of State Bank of India, while in case of a BIDDER from a country other than India with interest thereon at 2% above the LIBOR (London Inter Bank Offer Rate). If any outstanding payment is due to the BIDDER from the BUYER in connection with any other contract for any other stores, such outstanding payment could also be utilized to recover the aforesaid sum and interest.

- (v) To encash the advance bank guarantee and performance bond/warranty bond, if furnished by the BIDDER, in order to recover the payments, already made by the BUYER, along with interest.
- (vi) To cancel all or any other contracts with the BIDDER. The BIDDER shall be liable to pay compensation for any loss or damage to the BUYER resulting from such cancellation/recission and the BUYER shall be entitled to deduct the amount so payable from the money(s) due to the BIDDER.
- (vii) To debar the BIDDER from participating in the future bidding processes of LIC for a minimum period of five years which may be further extended at the discretion of the BUYER.
- (viii) To recover all sums paid in violation of this Pact by BIDDER(s) to any middleman or agent or broker with a view to securing the contract.
- (ix) In cases where irrevocable Letters of Credit have been received in respect of any contract signed by the BUYER with the BIDDER, the same shall not be opened.
- (x) Forfeiture of Performance Bond in case of a decision by the BUYER to forfeit the same without assigning any reason for imposing sanction for violation of this pact.

**6.2** The BUYER will be entitled to take all or any of the actions mentioned at para 6.1(i) to (x) of this pact also on the Commission by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER), of an offence as defined in chapter IX of the Indian Penal code, 1860 or Prevention of Corruption Act, 1988 or any other statute enacted for prevention of corruption.

**6.3** The decision of the BUYER to the effect that a breach of the provisions of this pact has been committed by the BIDDER shall be final and convulsive on the BIDDER. However, the BIDDER can approach the Independent Monitor(s) appointed for the purposes this Pact.

**7. Fall Clause:**

**7.1** The BIDDER undertakes that it has not supplied/is not supplying similar product/systems/items or subsystems at a price lower than that offered in the present bid in respect of any other Ministry/Department of the Government of India or PSU and if it is found at any stage that similar product/systems or sub systems/items was supplied by the BIDDER to any other Ministry/Department of the Government of India or PSU at a lower price, then that very price, with due allowance for elapsed time, will be applicable to the present case and the difference in the cost would be refunded by the BIDDER to the BUYER, if the contract has already been concluded.

**8. Independent Monitors:**

**8.1** The BUYER has appointed (hereinafter referred to as Monitors) for this Pact in consultation with the Central Vigilance Commission.

Name address of the Monitor(s):

\* ( will be intimated later)

\* .....  
.....

**8.2** The task of the Monitors shall be to review independently and objectively, whether and to what extend the parties comply with the obligations under this Pact.

**8.3** The Monitors shall not be subject to instructions by the representatives of the parties and perform their functions neutrally and independently. It will be obligatory for him to treat the information & documents of the Bidder /Contractor as confidential.

**8.4** Both the parties accept that the Monitors have the right to access all the documents relating to the project/procurement, including minutes of meetings.

**8.5** As soon as the Monitor notices, or has reason to believe, a violation of this pact, he will so inform the Authority designated\*\* by the BUYER.

**8.6** The BIDDER(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the BUYER including that provided by the BIDDER. The BIDDER will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor shall be under contractual obligation to treat the information and documents of the BIDDER/Subcontractor(s) with confidentiality.

**8.7** The BUYER will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the parties. The parties will offer to the Monitor the option to participate in such meetings.

**8.8** The Monitor will submit a written report to the designated authority\*\* of BUYER /Secretary in the Department/ within 8 to 10 weeks from the date of reference or intimation to him by the BUYER /BIDDER and, should the occasion arise, submit proposals for correcting problematic situations.

**9. Facilitation of Investigation:**

In case of any allegation of violation of any provisions of this pact or payment of commission, the BUYER or its agencies shall be entitled to examine all the documents including the Books of Accounts of the BIDDER. The BIDDER shall

provide necessary information and documents in English and shall extend all possible help of the purpose of such examination/inspection.

**10. Law and Place of Jurisdiction:**

This Pact is subject to Indian Law. The place of performance and jurisdiction is the seat of the BUYER.

**11. Other Legal Actions:**

The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extent law in force relating to any civil or criminal proceedings.

**12 Validity:**

**12.1** The validity of this Integrity Pact shall be from date of its signing and extend upto 5 years or the complete execution of the contract to the satisfaction of both the BUYER and the BIDDER/Seller, including warranty period, whichever is later. In case BIDDER is unsuccessful, this Integrity Pact shall expire after six months from the date of the signing of the contract.

**12.2** Should one or several provisions of this Pact turn out to be invalid; the remainder of this pact shall remain valid. In this case, the parties will strive to come to an agreement to their original intentions.

**13.** The parties hereby sign this Integrity Pact at.....on.....

BUYER

BIDDER

Name of the Officer:

CEO

Designation

Deptt./MINISTRY/PSU

LICI, SCZO

LICI, SCZO, HYD  
Tender for SITC of UPS (2017-18)  
For Various Offices under SCZO

Witness

1.....

1.....

2.....

2.....

(\* Provisions of these clauses would need to be amended/deleted in line with the policy of the BUYER in regard to involvement of Indian agents of foreign suppliers.)

(\*\* Please specify the “Name of Authority” in place of “Authority Designated” wherever mentioned in the Agreement)

LICI, SCZO

LICI, SCZO, HYD  
Tender for SITC of UPS (2017-18)  
For Various Offices under SCZO

**LIFE INSURANCE CORPORATION OF INDIA**  
Engineering Dept., South Central Zonal Office, "Jeevan Bhagya", Saifabad, Hyderabad – 500 063.  
Tel: 040-23230258 / 23230322,  
e-mail: [scz\\_engineering@licindia.com](mailto:scz_engineering@licindia.com)

**SUB: Tender for SITC of 2.0 KVA, 5.0 KVA and 7.5 KVA On-line Un-interrupted Power Supply (UPS) Systems for various LIC Offices in Andhra Pradesh , Telangana and Karnataka under SCZO for the year 2018-2019.**

\*\*\*\*\*

### **GENERAL INSTRUCTIONS**

LIC of India invites sealed Tenders in THREE-BID SYSTEM consisting of **1) Pre-qualification Bid 2) Technical & EMD Bid 2) Commercial Bid** for Supply, Installation, Commissioning and Installation (SITC) of 2 KVA, 5KVA & 7.5KVA On-line Un-interrupted Power Supply Systems for various LIC offices in Andhra Pradesh, Telangana and Karnataka under South Central Zonal Office for the year 2018-2019 as per the Terms & Conditions given in enclosed Forms and Annexure for the requirement.

The **Pre-qualification Bid** (BID-I) should contain all the related documents and scanned copy of the **EMD** shall be submitted.

The **Technical Bid** (BID-II) should contain all the Technical Specifications of the UPS offered, Test Certificate of the Product obtained from Agencies like ETDC / CPRI, Guarantee Terms of the UPS etc. and all the terms and conditions. No price should be mentioned in the technical Bid.

The **Commercial Bid** (BID-III) should contain the prices quoted for the new units. The rates for the buy-back of old UPS systems proposed to be replaced and the comprehensive AMC charges for **Two years** after guarantee period / defects liability period (DLP) of **Two years** ( covered UPS and Batteries) are fixed by LIC of India.

A Pre-Bid meeting has been arranged on **23.08.2018** for the benefits of the prospective tenderers for any clarification regarding the tender. The tenderers / authorized representatives of tenderers are advised to attend the same.

The technical offers of the firms will be verified and those firms whose technical specifications are meeting the requirement of LIC are qualified for participating in the opening of commercial bids. The commercial bids of the firms whose offers are not meeting the Technical requirements of the LIC shall not be considered for further consideration. After evaluation of the technical bids, LIC may propose changes in the technical specifications of the eligible firms. In that case, the firms may revise their commercial bid. The final commercial bid will be opened on suitable date which will be intimated to the eligible firms before opening of the commercial bids.

**GENERAL TERMS & CONDITIONS**

1. LIC of India may accept or reject, in full or in part, any or all the offers, without assigning any reason whatsoever.
2. **The Chief Engineer**, LIC of India, South Central Zonal Office, Hyderabad reserves the right to **(a)** to technically qualify any tender and **(b)** to accept any tender among the tenderers, not necessarily be the lowest and **(c)** to reject any or all tenders without assigning any reasons there of.
3. The tenders notwithstanding to our requirements, terms & conditions are liable to be rejected.
4. The tenders submitted shall be valid for a period of **six months** from the last date of submission of tenders.
5. The accepted rates of the successful tender shall be valid for **six months** from the date of acceptance.
6. LIC of India may order an additional quantity up to **50%** of the overall quantity of UPS systems based on its requirement and the supplier shall supply the same at the accepted rates for the orders placed within the validity period.
7. In case of revised price bids is warranted in view of technical specification variations, the validity of offer will be considered from the day of last date of revised date of submission.
8. The tender would be accepted at the Zonal Office – LIC, Hyderabad. However, individual work orders would be placed from our Divisional Offices. Accordingly, the UPS should be supplied and installed at the various locations indicated in the orders placed by our Divisional Offices in Andhra Pradesh Telangana and Karnataka:

**ADDRESS OF DIVISIONAL OFFICES – SC ZONAL OFFICE**

|                                                                                                                                                                                       |                                                                                                                                            |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| <b>HYDERABAD</b><br>LIC of India, <b>Hyderabad Divisional Office</b> ,<br>Jeevan Prakash, #5-9-21, Secretariat Road,<br><b>Hyderabad - 500 063</b><br>STD: 040 • Tel.: 23420701 to 07 | <b>KADAPA</b><br>LIC of India, Divisional Office,<br>Post Box No.10, College Road,<br><b>Kadapa - 516 004</b><br>STD: 08562 • Tel.: 244227 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|

|                                                                                                                                                                                                                      |                                                                                                                                                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>KARIMNAGAR</b><br>LIC of India, "Jeevan Prakash",<br>H.No.2-7-105, Dr. B.R. Ambedkar Stadium Road,<br><b>Karimnagar - 505 001</b><br>STD: 0878 • Tel.: 2240405                                                    | <b>NELLORE</b><br>LIC of India, Divisional Office,<br>P.B.NO. 15, Dargamitta,<br><b>Nellore - 524 003</b><br>STD: 861 • Tel.: 2327031-32, 2327173-74                                            |
| <b>SECUNDERABAD</b><br>LIC of India, <b>Secunderabad Divisional Office</b> ,<br>"Jeevan Sagar", Near Indira Park, Behind NTR<br>Stadium, Gandhinagar,<br><b>Hyderabad-500 080</b><br>STD: 040 • Tel.: 27674516 to 21 | <b>RAJAHMUNDY</b><br>LIC of India, Divisional Office,<br>"Jeevan Godavari", Morampudi Road,<br><b>Rajahmundry - 533 107</b><br>STD: 0883 • Tel. No. 2461377                                     |
| <b>WARANGAL</b><br>LIC of India, Divisional Office, P.B.No.17,<br>Balasamudram, Hanamkonda,<br><b>Warangal - 506 001</b><br>STD: 0870 • Tel. No.: 2579291                                                            | <b>VISAKHAPATNAM</b><br>LIC of India, Divisional Office, Jeevan Prakash<br>Road, P.B. No.: 411,<br><b>Visakhapatnam – 530 004</b><br>STD: 0891 • Tel. No.: 2746450                              |
| <b>MACHILIPATNAM</b><br>LIC of India, Divisional Office, Jeevan Prakash,<br>Batchupet, Kennedy Road,<br><b>MACHILIPATNAM – 521 001</b><br>STD: 08672 • Tel. No.: 223438                                              |                                                                                                                                                                                                 |
| <b>Belgaum</b><br>LIC of India, Divisional Office, Swaroop Plaza,<br>Shukrawar Pet, Tilakwadi,<br><b>Belgaum - 590 006</b><br>STD: 0831 • Tel.: (1) 2438800 (2) 2438802                                              | <b>Dharwad</b><br>LIC of India, Divisional Office,<br>"Jeevan Prakash" building, College Road,<br>P.B.No-16, <b>Dharwad - 580 001</b><br>STD: 0836 • Tel.: 2440171 to 2440174                   |
| <b>RAICHUR</b><br>LIC of India, Divisional Office, "Jeevan Prakash",<br>P.B. No.43, Beside Dist. Stadium, Station Road,<br><b>Raichur - 584101</b><br>STD: 08532 • Tel.: 225757                                      | <b>SHIMOGA</b><br>LIC of India, Divisional Office,<br>K S S I D C Building, Sagar Road,<br><b>Shimoga - 577 204</b><br>STD: 08182 • Tel.: 251328                                                |
| <b>BANGALORE-1,</b><br>LIC of India, <b>Divisional Office-1</b> ,<br>"Jeevan Prakash" Building,<br>PB No.6694, JC Road,<br><b>Bengaluru - 560 002</b><br>STD: 080 • Tel.: (1) 22222191 (2) 22222192                  | <b>BANGALORE-2,</b><br>LIC of India, <b>Divisional Office-2</b> ,<br>"Jeevan Jyothi" Building,<br>Indira Nagar 2 <sup>nd</sup> Stage,<br><b>Bengaluru - 560038</b><br>STD: 080 • Tel.: 22966823 |
| <b>MYSORE,</b><br>LIC of India, Divisional Office,<br>"Jeevan Prakash" building,<br>Mysore-Bengaluru Road, Bannimantap,<br><b>Mysore - 570015</b><br>STD: 0821 • Tel.: 2495001                                       | <b>UDUPI,</b><br>LIC of India, Divisional Office,<br>"Jeevan Krishna" building,<br>P.B.No.8, Ajjarkad,<br><b>Udupi - 576 101</b><br>STD: 0820 • Tel.: 2593223, 2593224                          |

## **APPENDIX – II :: TECHNICAL BID**

### **INSTRUCTIONS**

1. The envelope containing Technical Details should be super scribed **"TENDER FOR SITC OF 2.0 KVA, 5.0 KVA AND 7.5 KVA ON-LINE UPS SYSTEMS FOR VARIOUS LIC OFFICES IN ANDHRA PRADESH TELANGANA and KARNATAKA UNDER SCZO – TECHNICAL BID"**. The Technical Bid should include only Relevant Technical Bid Form and Standard Printed Technical Literature / Brochure about the Product, Quality certifications for the Products and documents supporting above eligible requirements etc., for the bid. The equipment configuration and compliance form as per Appendix - II to be filled up and enclosed.
2. The Bidder is expected to examine the configurations given in the technical bids and provide compliances, duly providing correct configurations for which the tender is called for. If any inconsistency is observed by the bidder, the same shall be mentioned against each of such item observed and provide the offer made by them.
3. Two or more models can be offered, if they conform to the technical specifications given. However, the vendor shall **offer only one main option for bid evaluation** out of the models offered and the **same shall be mentioned on the MODEL OFFERED**. Vendor may offer alternative options for consideration of the LIC of India, if required. However, **Vendor shall offer the alternative model at the same rate and terms & conditions of model offered as Main Option**.
4. Products shall be supplied in a ready to use condition along with all relevant accessories as required.
5. LIC of India may call for any clarifications / additional particulars required, if any, on the technical bids submitted by the bidder. The bidder has to submit the clarifications / additional particulars in writing within the specified date and time. The bidder's offer will be disqualified, if the clarifications / additional particulars sought are not submitted within the specified date and time.
6. The sample of the quoted product shall be offered for inspection to the Authorized representatives of LIC of India at the works of the tenderer. The Authorized representatives of LIC of India shall check the offered technical parameters. The tenderer shall be in a position to conduct testing of the product and show the results to them at the works of the tenderer or at any convenient place.

7. In case of an order for UPS, the equipments shall be inspected by our officials or any other authorized representative before the equipments are actually shipped or on-site. In case, if the supplied system is not working properly, the same shall be replaced with a new system.
8. LIC of India reserves right to empanel one or more bidders, short listed on the basis of technical evaluations, who are agreeable to match with the empanelled prices of L1 Vendor. In such cases, LIC of India shall distribute its requirements among the empanelled vendors based on their capacity, geographical distribution of requirements, time required for execution etc., or for any additional requirements.
9. Vendors shall indemnify, protect LIC of India against all claims, losses, costs, damages, expenses, action suits and other proceedings, resulting from Infringement of any patent, trademarks, copyrights, agency /dealership etc., or such other statutory infringements in respect of the entire software supplied by the vendor.

**Equipment Configuration and Compliance****APPENDIX - II**

SPECIFICATIONS FOR 5/7.5 KVA TRUE ONLINE UPS WITH SMF (2 YEARS WARANTEE) BATTERIES

**Note:** Parameters shall be mentioned under the "Supplier's Remarks" column in the quoted Technical Bid instead of COMPLIED or YES or NO.

| Characteristic                                                                                         | Specification Requirement                                                      | Vendor to specify |
|--------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|-------------------|
| <b>A] INPUT PARAMETERS</b>                                                                             |                                                                                |                   |
| Nominal Input Voltage                                                                                  | i. <b>5.0 KVA UPS:</b> 230V, 1-Phase                                           |                   |
|                                                                                                        | ii. <b>7.5 KVA UPS:</b> 230V, 1-Phase                                          |                   |
| Permissible Input Voltage Range                                                                        | i. <b>5.0 KVA UPS:</b> -15%, +15% (i.e. 195V to 265V)                          |                   |
|                                                                                                        | ii. <b>7.5 KVA UPS:</b> -15%, +15% (i.e. 195V to 265V)                         |                   |
| Nominal Input Frequency                                                                                | 50Hz                                                                           |                   |
| Input Frequency Variation                                                                              | 45 – 55 Hz                                                                     |                   |
| Input Power Factor at 25% - 100% load                                                                  | > 0.95                                                                         |                   |
| Control Technology                                                                                     | Full Digital Signal Processing / IGBT                                          |                   |
| Input Surge Protection                                                                                 | To be provided                                                                 |                   |
| THD                                                                                                    | i. <b>5.0 KVA UPS:</b><br>Low Current Harmonic Distortion less than <b>10%</b> |                   |
|                                                                                                        | ii. <b>7.5 KVA UPS:</b><br>Low Current Harmonic Distortion less than <b>5%</b> |                   |
| Isolation transformer at Input<br>(Alluminium winding Magnetic type with Class-F Insulation or better) | To be Provided                                                                 |                   |
| <b>B] INTERMEDIATE DC PARAMETERS</b>                                                                   |                                                                                |                   |
| Rectifier & Charger Switching                                                                          | Using IGBT                                                                     |                   |
|                                                                                                        | i. <b>5.0 KVA UPS:</b> 144 Volts (Minimum)                                     |                   |
|                                                                                                        | ii. <b>7.5 KVA UPS:</b> 192 Volts (Minimum)                                    |                   |
|                                                                                                        | i. <b>5.0 KVA UPS:</b> 12V SMF Batteries of total 4320 VAH (Minimum)           |                   |
|                                                                                                        | ii. <b>7.5 KVA UPS:</b> 12V SMF Batteries of total -6700- VAH (Minimum)        |                   |
| Maximum Battery Charging Current                                                                       | 5.0 KVA UPS—5 A<br>7.5 KVA UPS—7.5 Amps                                        |                   |
| DC Ripple - Voltage                                                                                    | < 1.5% rms                                                                     |                   |

| Characteristic                         | Specification Requirement       | Vendor to specify |
|----------------------------------------|---------------------------------|-------------------|
| <b>C] OUTPUT PARAMETERS</b>            |                                 |                   |
| Inverter Switching                     | Using IGBT                      |                   |
| Control Technology                     | Full Digital Signal Processing  |                   |
|                                        | <b>i. 5.0 KVA UPS: 4kW</b>      |                   |
|                                        | <b>ii. 7.5 KVA UPS: 6kW</b>     |                   |
| Output Power Factor                    | 0.8 Lagging                     |                   |
| Nominal Output Voltage                 | 220 / 230 / 240V AC Adjustable  |                   |
| Output Voltage Regulation              | +/- 1%                          |                   |
| Distortion Factor (THD)                | Low Voltage Harmonic Distortion |                   |
| (a) Linear Load                        | +/- 2%                          |                   |
| (b) Non-Linear Load                    | +/- 3%                          |                   |
| Nominal Output Frequency               | 50Hz                            |                   |
| Output Frequency Tolerance             | 50Hz +/- 0.01Hz (free running)  |                   |
| Output Crest Factor Capacity           | 3 :1                            |                   |
| Overload Capacity                      | 110% for 30 minutes             |                   |
|                                        | 125% for 10 minutes             |                   |
|                                        | 150% for 01 minute              |                   |
| Typical Efficiency                     | 90% at full load                |                   |
| <b>D] LED INDICATION / LCD DISPLAY</b> |                                 |                   |
| Over Load                              | To be provided                  |                   |
| Battery Low                            | To be provided                  |                   |
| Main Failure                           | To be provided                  |                   |
| Automatic By-Pass system               | To be provided                  |                   |
| Manual By-Pass system                  | To be provided                  |                   |

| Characteristic                         | Specification Requirement                                                                                                                                     | Vendor to specify |
|----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| <b>E] OUTPUT POWER</b>                 |                                                                                                                                                               |                   |
| Switch-off facility for UPS output     | To be provided                                                                                                                                                |                   |
| Automatic By-Pass system               | To be provided                                                                                                                                                |                   |
| Manual By-Pass system                  | To be provided                                                                                                                                                |                   |
| RS-232 interface                       | To be provided                                                                                                                                                |                   |
| <b>Back-up time</b>                    | <b>½ Hour.</b>                                                                                                                                                |                   |
| Batteries                              | Exide/Global-Yuassa / Rocket/<br>Amarraja /Numeric/Panasonic make SMF<br>Batteries – with 2 <b>Years</b> Warranty.                                            |                   |
| AH of Battery                          |                                                                                                                                                               |                   |
|                                        | <b>i. 5.0 KVA UPS:</b> 12V, SMF total 4320<br>VAH For ½ hour backup.<br>(Batteries batch shall not be more than<br>three months old during supply of UPS)     |                   |
|                                        | <b>iii. 7.5 KVA UPS:</b> 12V, SMF total 6700<br>VAH For 1/2 hour backup.<br>(Batteries batch shall not be more than<br>three months old during supply of UPS) |                   |
| Battery stand                          | To be provided                                                                                                                                                |                   |
| <b>F] ALARM / ANNUNCIATORS</b>         |                                                                                                                                                               |                   |
| For Mains failure                      | To be provided                                                                                                                                                |                   |
| For Battery low                        | To be provided                                                                                                                                                |                   |
| <b>G] ENVIRONMENTAL<br/>PARAMETERS</b> |                                                                                                                                                               |                   |
| Operating Temperature Range            | 10 to 45 Deg C                                                                                                                                                |                   |
| Storage Temperature                    | 10 to 50 Deg C                                                                                                                                                |                   |
| Relative Humidity                      | 10 to 95% Rh Non-condensing                                                                                                                                   |                   |

SIGNATURE OF VENDOR WITH SEAL

CHIEF ENGINEER

**PARAMETERS TO BE TESTED AT FACTORY /TESTING LABORATORY**

**Note:** Parameters shall be mentioned under the "Supplier's Remarks" column in the quoted Technical Bid instead of COMPLIED or YES or NO.

| Characteristic                                                                         | Specification Requirement                                               | Supplier's Remarks |
|----------------------------------------------------------------------------------------|-------------------------------------------------------------------------|--------------------|
| <b>A] INPUT PARAMETERS</b>                                                             |                                                                         |                    |
| Rectifier & Charger Switching                                                          | Using IGBT                                                              |                    |
|                                                                                        | i. <b>5.0 KVA UPS:</b> 230V, 1-Phase                                    |                    |
|                                                                                        | ii. <b>7.5 KVA UPS:</b> 230V, 1-Phase                                   |                    |
|                                                                                        | i. <b>5.0 KVA UPS:</b> -15%, +15% (195V to 265V)                        |                    |
|                                                                                        | ii. <b>7.5 KVA UPS:</b> -15%, +15% (195V to 265V)                       |                    |
| Nominal Input Frequency                                                                | 50Hz                                                                    |                    |
| Control Technology                                                                     | Full Digital Signal Processing / IGBT                                   |                    |
|                                                                                        | i. <b>5.0 KVA UPS:</b><br>Low Current Harmonic Distortion less than 10% |                    |
|                                                                                        | ii. <b>7.5 KVA UPS:</b><br>Low Current Harmonic Distortion less than 5% |                    |
| Isolation transformer at Input<br>(Aluminum type with Class-F<br>Insulation or better) | Provided – To be Checked as inbuilt to the unit.                        |                    |
| <b>B] OUTPUT PARAMETERS</b>                                                            |                                                                         |                    |
|                                                                                        | Batteries : <b>2 Years</b> Warranty SMF Batteries.                      |                    |
| Inverter Switching                                                                     | Using IGBT                                                              |                    |
| Control Technology                                                                     | Full Digital Signal Processing                                          |                    |
| Output Power                                                                           | i. <b>5.0 KVA UPS:</b> 4KW                                              |                    |
|                                                                                        | ii. <b>7.5 KVA UPS:</b> 6KW                                             |                    |
| Output Power Factor                                                                    | 0.8 Lagging                                                             |                    |
| Nominal Output Voltage                                                                 | 220 / 230 / 240V AC adjustable                                          |                    |
| Output Voltage Regulation                                                              | 1%                                                                      |                    |
| (a) No load voltage                                                                    |                                                                         |                    |
| (b) Full load voltage                                                                  |                                                                         |                    |

| Characteristic                                                                                                                                                                                                                                          | Specification Requirement            | Supplier's Remarks |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|--------------------|
| Distortion Factor (THD)                                                                                                                                                                                                                                 | Low voltage harmonic distortion < 3% |                    |
| (a) Linear Load                                                                                                                                                                                                                                         | +/- 2%                               |                    |
| (b) Non-Linear Load                                                                                                                                                                                                                                     | +/- 3%                               |                    |
| Nominal Output Frequency                                                                                                                                                                                                                                | 50Hz                                 |                    |
| Output Frequency Tolerance                                                                                                                                                                                                                              | 50Hz +/- 0.01Hz (free running)       |                    |
| Output Crest Factor Capacity                                                                                                                                                                                                                            | 3:1                                  |                    |
| Overload Capacity                                                                                                                                                                                                                                       | 110% for 30 minutes                  |                    |
|                                                                                                                                                                                                                                                         | 125% for 10 minutes                  |                    |
|                                                                                                                                                                                                                                                         | 150% for 01 minute                   |                    |
| Typical Efficiency                                                                                                                                                                                                                                      | 90% at full load                     |                    |
| <b>C] LED INDICATION</b>                                                                                                                                                                                                                                |                                      |                    |
| Over Load                                                                                                                                                                                                                                               | Provided – To be Checked             |                    |
| Battery Low                                                                                                                                                                                                                                             | Provided – To be Checked             |                    |
| Mains Failure                                                                                                                                                                                                                                           | Provided – To be Checked             |                    |
| Automatic By-Pass system                                                                                                                                                                                                                                | Provided – To be Checked             |                    |
| Manual By-Pass system                                                                                                                                                                                                                                   | Provided – To be Checked             |                    |
| <b>D] OUTPUT POWER</b>                                                                                                                                                                                                                                  |                                      |                    |
| Switch-off facility for UPS output                                                                                                                                                                                                                      | Provided – To be Checked             |                    |
| Automatic By-Pass system                                                                                                                                                                                                                                | Provided – To be Checked             |                    |
| Manual By-Pass system                                                                                                                                                                                                                                   | Provided – To be Checked             |                    |
| <b>E] ALARM / ANNUNCIATORS</b>                                                                                                                                                                                                                          |                                      |                    |
| For mains failure                                                                                                                                                                                                                                       | Provided – To be Checked             |                    |
| For battery low                                                                                                                                                                                                                                         | Provided – To be Checked             |                    |
| <b>TEST CERTIFICATE:</b><br><u>The supplier should arrange testing of the UPS by approved Government agency like ETDC / IIT / NIT / SAMEER or any GOVT. ENGINEERING / POLYTECHNIC COLLEGE and parameters to be tested, certificates to be produced.</u> |                                      |                    |

**SIGNATURE OF SUPPLIER**  
**(WITH SEAL, DATE & ADDRESS)**

CONTRACTOR

CHIEF ENGINEER

SPECIFICATIONS FOR 2.0 KVA ONLINE HOT STAND BY 1PH, 230 V UPS

| Characteristic                        | Specification Requirement                     | Suppliers Remark |
|---------------------------------------|-----------------------------------------------|------------------|
| <b>INPUT PARAMETERS</b>               |                                               |                  |
| Nominal Input Voltage                 | 230V, 1 Phase                                 |                  |
| Permissible Input Voltage Range       | -15%, +15% (195V – 265V)                      |                  |
| Nominal Input Frequency               | 50Hz                                          |                  |
| Input Frequency Variation             | 45 – 55 Hz                                    |                  |
| Input Power Factor at 25% - 100% load | > 0.95                                        |                  |
| Control Technology                    | Full Digital Signal Processing                |                  |
| THD                                   | Low Current Harmonic Distortion less than 10% |                  |
| <b>INTERMEDIATE DC PARAMETERS</b>     |                                               |                  |
| Rectifier Switching                   | Using IGBT                                    |                  |
| Nominal DC Bus Voltage                | Minimum 72 Volts                              |                  |
| No. of Batteries for Backup           | 12 V, SMF of 2160 VAH (Minimum)               |                  |
| Maximum Battery Charging Current      | 7 Amps                                        |                  |
| DC Ripple - Voltage                   | < 1.5% rms                                    |                  |
| <b>OUTPUT PARAMETERS</b>              |                                               |                  |
| Inverter Switching                    | Using IGBT                                    |                  |
| Control Technology                    | Full Digital Signal Processing                |                  |
| Output Power                          | 2.0 KVA/1.6KW                                 |                  |
| Output Power Factor                   | 0.8 Lagging                                   |                  |
| Nominal Output Voltage                | 220/230/240V AC Adjustable                    |                  |
| Output Voltage Regulation             | +/- 1%                                        |                  |
| Distortion Factor (THD)               |                                               |                  |
| (a) Linear Load                       | +/- 2%                                        |                  |
| (b) Non-Linear Load                   | +/- 3%                                        |                  |
| Nominal Output Frequency              | 50Hz                                          |                  |
| Output Frequency Tolerance            | 50Hz +/- 0.01% (free running)                 |                  |
| Output Crest Factor Capacity          | 3:1                                           |                  |

SUPPLIER

EMPLOYER

CONTRACTOR

CHIEF ENGINEER

LICI, SCZO

LICI, SCZO, HYD  
Tender for SITC of UPS (2017-18)  
For Various Offices under SCZO

|                                        |                                                                                                                              |  |
|----------------------------------------|------------------------------------------------------------------------------------------------------------------------------|--|
| Overload Capacity                      | 110% for 30 minutes                                                                                                          |  |
|                                        | 125% for 10 minutes                                                                                                          |  |
|                                        | 150% for 01 minute                                                                                                           |  |
| Typical Efficiency                     | 90% at full load                                                                                                             |  |
| <b>LED INDICATION</b>                  |                                                                                                                              |  |
| 1.Over Load                            | To be provided                                                                                                               |  |
| 2. Battery Low                         | To be provided                                                                                                               |  |
| 3. Main Failure                        | To be provided                                                                                                               |  |
| Static by pass system automatic/manual | To be provided                                                                                                               |  |
| <b>OUTPUT POWER</b>                    |                                                                                                                              |  |
| Switch off facility for UPS output     | To be provided                                                                                                               |  |
| RS 232 interface                       | To be provided                                                                                                               |  |
| Isolation transformer at input/output  | To be Provided                                                                                                               |  |
| Back-up time                           | One Hour                                                                                                                     |  |
| Batteries                              | Exide/Glo Exide/Global-Yuassa / Rocket/<br>Amarraja /Numeric/Panasonic make SMF Batteries –<br>with <b>2 Years Warranty.</b> |  |
| AH of Battery                          | 12 V, SMF of 2160 VAH for ½ hr backup.                                                                                       |  |
| Battery stand with tray                | To be provided                                                                                                               |  |
| <b>ALARM/ANNUNCIATORS</b>              |                                                                                                                              |  |
| For mains failure                      | To be provided                                                                                                               |  |
| For battery low                        | To be provided                                                                                                               |  |
| <b>ENVIRONMENTAL PARAMETERS</b>        |                                                                                                                              |  |
| Operating Temperature Range            | 0 to 45 Deg C                                                                                                                |  |
| Storage Temperature                    | 0 to 70 Deg C                                                                                                                |  |
| Relative Humidity                      | 0 to 95% Rh Non-condensing                                                                                                   |  |

**SUPPLIER  
EMPLOYER**

## PARAMETERS TO BE TESTED AT FACTORY/TESTING LABORATORY

| Characteristic                         | Specification Requirement                     | Suppliers Remark |
|----------------------------------------|-----------------------------------------------|------------------|
| <b>INPUT PARAMETERS</b>                |                                               |                  |
| Nominal Input Voltage                  | Single Phase for 5KVA/2KVA UPS                |                  |
| Permissible Input Voltage Range        | -15%, +15% (195V – 265V)                      |                  |
| Nominal Input Frequency                | 50Hz                                          |                  |
| Control Technology                     | Full Digital Signal Processing                |                  |
| THD                                    | Low Current Harmonic Distortion less than 10% |                  |
| <b>OUTPUT PARAMETERS</b>               |                                               |                  |
| Inverter Switching                     | Using IGBT                                    |                  |
| Control Technology                     | Full Digital Signal Processing                |                  |
| Output Power                           | 2.0 KVA/1.6KW                                 |                  |
| Output Power Factor                    | 0.8 Lagging                                   |                  |
| Nominal Output Voltage                 | 220/230/240V AC adjustable                    |                  |
| Output Voltage Regulation              | 1%                                            |                  |
| (a) No load voltage                    |                                               |                  |
| (b) Full load voltage                  |                                               |                  |
| Distortion Factor (THD)                | Low current harmonic distortion < 3%          |                  |
| (a) Linear Load                        | +/- 2%                                        |                  |
| (b) Non-Linear Load                    | +/- 3%                                        |                  |
| Nominal Output Frequency               | 50Hz                                          |                  |
| Output Frequency Tolerance             | 50Hz +/- 0.01% (free running)                 |                  |
| Output Crest Factor Capacity           | 3:1                                           |                  |
| Overload Capacity                      | 110% for 30 minutes                           |                  |
|                                        | 125% for 10 minutes                           |                  |
|                                        | 150% for 01 minute                            |                  |
| Typical Efficiency                     | 90% at full load                              |                  |
| <b>LED INDICATION</b>                  |                                               |                  |
| 1. Over Load                           | Provided – To be Checked                      |                  |
| 2. Battery Low                         | Provided – To be Checked                      |                  |
| 3. Main Failure                        | Provided – To be Checked                      |                  |
| Static by pass system automatic/manual | Provided – To be Checked                      |                  |

SUPPLIER

EMPLOYER

LICI, SCZO

LICI, SCZO, HYD  
Tender for SITC of UPS (2017-18)  
For Various Offices under SCZO

|                                                                                                                                                                                                                                                 |                                                            |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|--|
| <b>OUTPUT POWER</b>                                                                                                                                                                                                                             |                                                            |  |
| Switch off facility for UPS output                                                                                                                                                                                                              | Provided – To be Checked                                   |  |
| Isolation transformer at input/output                                                                                                                                                                                                           | Provided – To be Checked as inbuilt to the unit/Externally |  |
| <b>ALARM/ANNUNCIATORS</b>                                                                                                                                                                                                                       |                                                            |  |
| For mains failure                                                                                                                                                                                                                               | Provided – To be Checked                                   |  |
| For battery low                                                                                                                                                                                                                                 | Provided – To be Checked                                   |  |
| <b>TEST CERTIFICATE:</b><br><u>The supplier should arrange testing of the UPS by approved Government agency like ETDC/IIT/NIT/SAMEER or any GOVT. ENGINEERING/POLYTECHNIC COLLEGE and parameters to be tested, certificates to be produced.</u> |                                                            |  |

**SIGNATURE OF SUPPLIER  
EMPLOYER  
WITH SEAL, DATE & ADDRESS**

CONTRACTOR

CHIEF ENGINEER

**TERMS & CONDITIONS**

1. The Earnest Money Deposit of Rs. 1, 53,000 (Rupees one lakh and Fifty three Thousand only) (EMD) and Tender fee of Rs. NIL in the form of CROSSED DEMAND DRAFT of any of the Nationalized Banks / approved Scheduled Banks drawn in favor of the "**LIFE INSURANCE CORPORATION OF INDIA**" payable at **Hyderabad** shall be submitted in sealed envelope on or before 06.09.2018 at 15.00 hrs.
2. No columns of the tender should be left blank. Offers with insufficient information and offers which do not strictly comply with the stipulations given above, are liable to be rejected.
3. LIC of India may accept or reject, in full or in part, any or all the offers, without assigning any reason whatsoever.
4. **The Chief Engineer**, LIC of India, South Central Zonal Office, Hyderabad reserves the right to **(a)** to technically qualify any tender and **(b)** to accept any tender among the tenderers, not necessarily be the lowest and **(c)** to reject any or all tenders without assigning any reasons there of.
5. The tenders notwithstanding to our above requirements, terms & conditions are liable to be rejected.
6. The tenders submitted shall be valid for a period of **six months** from the last date of submission of tenders.
7. The accepted rates of the successful tender shall be valid for **Six months** from the date of acceptance.
8. LIC of India may order an additional quantity up to **50%** of the overall quantity of UPS systems based on its requirement and the supplier shall supply the same at the accepted rates for the orders placed within the validity period.
9. In case of revised price bids is warranted in view of technical specification variations, the validity of offer will be considered from the day of last date of revised date of submission.
10. The tender would be accepted at the Zonal Office – LICI, Hyderabad. However, individual work orders would be placed from our Divisional Offices. Accordingly, the UPS should be supplied and installed at the various locations indicated in the orders placed by our Divisional Offices in Andhra Pradesh, Telangana and Karnataka
11. **Prices** : The quoted price should be **all-inclusive price but exclusive of GST** (i.e., Excise Duty, , any other applicable duties and taxes, Packing, Freight and Forwarding, Transit Insurance, Local transportation, Hamali Charges, completing the Road permit

formalities, Installation, testing, commissioning and warranty period charges). No additional charges/ management fee of any kind will be reimbursed. However, Octroi / Entry Tax will be reimbursed as per actual, subject to production of original receipts and other relevant documents. The Supplier should be in a position to provide service after supply including replacement during guarantee/warranty period in case of defects if any etc. at the places where supplied, without extra charges. The quoted prices are also inclusive of charges for testing of products / items at Factory. Installation of units at site shall be done by the bidder and no separate payment shall be made.

12. **Payment Terms:** LIC of India's Standard payment terms are only applicable. **No advance will be paid** against the Work Order. The following payment terms shall be applicable :

**Payment & Security Deposit:** 80% of the payment will be made after supply of systems and **balance 20%** after commissioning of the Systems with a recovery @ 5% of value of UPS (i.e. Unit with batteries) as security deposit for a Defect Liability period (DLP) of **2 years** for UPS and 2 Years for SMF Batteries and will be refunded (without interest) if there will be no dues in respect of any defects / complaints and repairs etc. for after completion of 2 Years warranty period . **The DLP will start from date of completion of work / testing and installation of set at site.**

You may submit your bill in triplicate with acknowledgement for receipt of materials and completion of work at site / from respective branch office for our arranging payment. Original Guarantee certificate, Test certificate if any and user manual etc. shall also be handed over at respective Divisional / branch office and acknowledgement for the same should be enclosed with the bills. No advance payment will be made.

13. **Guarantee Period:** The UPS system including the batteries shall have **minimum guarantee period of 2 (Two) years and for SMF batteries shall be minimum 2(two) years warranty.** During the guarantee period the UPS system shall be serviced once in three months and all the break-down /defect calls to be attended. Service as per paid CAMC should start immediately after the Guarantee period. During the 2 Years guarantee period the Batteries should be replaced, if required on free of cost. **The battery vendor guarantee certificate is also required .**

14. **Comprehensive Annual Maintenance Contract:** After the Guarantee period of two years, the vendor should carry out Comprehensive Annual Maintenance Contract for the systems supplied. The CAMC charges in the commercial bid for Five years after the guarantee period are fixed by LIC of India. **The CAMC charges are all inclusive except GST towards comprehensive maintenance for UPS unit entire spare parts but**

**excluding batteries.** However, checking of batteries terminal connections, applying jelly etc. if any & cleaning will be part of AMC.

15. **Delivery Period:** The entire ordered quantity of UPS systems shall be supplied within **sixty(90) days** from the date of receipt of confirmed purchase order. In case if the site is not ready, it will be informed to the vendor and the vendor shall supply the UPS system accordingly. In that case the suitable extension for delivery will be granted.
16. **Penalty for delay:** LIC of India reserves the right to charge penalty for delayed deliveries at the rate of **0.5%** per week without prejudice to its other rights, if not delivered / installed as per the agreed terms & conditions as per Bid submitted. LIC reserves right to initiate steps to remove the bidder from the empanelled list if the agreed time limit / period for delivery / installation are not met by the bidder or defaults in supply of equipments under the Purchase orders placed.
17. **Tax Deductions:** Payments are subject to statutory recoveries of Income Tax, AND other taxes as applicable at prevailing rates at the time of payment.
18. **GST;** As per tax rules, the GSTtax paid as per rules.
19. All the product brochures etc., for the quoted model should be uploaded along with technical bid.
20. No consideration shall be given to the quotation submitted after specified date and time.
21. LIC of India reserves the right to place order for entire quantity or part quantity to one or more agencies.
22. The ordered UPS systems are to be supplied to places any where in Telangana, Andhra Pradesh and Karnataka.
23. Before supplying the UPS, the vendor should take prior approval for make / type of batteries from the LIC of India. The Batteries batch shall not be more than three months old during supply of UPS.
24. The accepted rates shall be valid for **SIX months** from the date of acceptance.
25. LIC of India may order an additional quantity up to **50%** of the overall quantity of systems based on its requirement and the supplier shall supply the same at the accepted rates for the orders placed within the validity period.

26. The vendor shall arrange for LIC of India authorized representatives for undertaking the inspection at their factory / on site as per the LIC of India instructions, if required by LIC of India.
27. The EMD will be forfeited if the successful tenderer fails to execute the order as per our conditions.
28. The EMD will be refunded to the successful vendor after getting confirmation from all Divisional Office regarding deduction of Retention Money from the lowest vendor.
29. Any disputes will be subject to the jurisdiction of courts at Hyderabad.
30. Any Variation in the tax structure as per the prevailing government rules and regulation will be considered and paid /recovered.
31. The security deposit 5% recovered from Bills will be refunded after two years warrantee period without any interest after entering in to CAMC for the UPS supplied with respective Divisions. BG will not be accepted for the same.

**TERMS & CONDITIONS OF CONTRACT FOR COMPREHESIVE  
ANNUAL MAINTENANCE CONTRACT (CAMC)  
OF UPS SYSTEMS.**

**1. GENERAL:**

- 1.1.** The UPS Systems will be serviced four times (quarterly) in a contract period of one year. One of these services will be rendered immediately after acceptance. From then the servicing is to be carried out once in three months.
- 1.2.** In addition to above Scheduled services any complaints / shutdown calls to be immediately attended and the fault condition rectified within 24 hours without extra charges during CAMC period. In case, the UPS system fault could not be rectified beyond 48 hours, the contractor shall arrange a stand-by unit of same capacity at own cost.
- 1.3.** The contract services shall be usually available during normal working hours and days i.e., Monday to Friday from 9:00 AM to 6:00 PM and on Saturdays 9:00 AM to 2:00 PM. However, the service provider should be prepared to provide services beyond above timings in case the same is found necessary.

**2. SCOPE OF WORK:**

- 2.1.** The AMC will be of all inclusive comprehensive type (Including replacement of Transformer, IGBT, Capacitors, Axle / fresh air Fans, capacitors etc., ) for entire spare parts of UPS including conveyance for UPS unit and regular maintenance for Batteries including cleaning of terminals etc., only for batteries (along with UPS service). No extra payment will be made other than the CAMC charges.
- 2.2.** The replacement of all parts, if any, should be original, genuine make and old replaced part should be shown or handed over to our branch / Divisional Office.
- 2.3.** During every servicing, dust should be blown from UPS and cleaned. Output voltage and input voltage should be adjusted to rated required level. Battery charger parameters should be checked and adjusted to required level.
- 2.4.** Checking of cooling fans with checking of connections for terminals. Ensuring proper Earthing. The reading of phase voltage and neutral with respect to ground to be checked & corrected for any defects and if any abnormality to be intimated. The reading should be recorded in the service report.
- 2.5.** Connections of batteries terminals to be checked / cleaned and necessary applying of petroleum jelly to be carried out. Ensuring proper working of all components of UPS unit.

**3. TERMS AND CONDITIONS:**

- 3.1.** The CAMC charges are inclusive of IT, WCT, VAT and any other taxes / levies as applicable from time to time. No reimbursement whatsoever shall be allowed. The CAMC charges are **exclusive of GST**.

- 3.2.** GST will be paid as per rules from time to time.
- 3.3.** Statutory recoveries such as IT etc., as stipulated and as applicable shall be recovered from the contractor bills.
- 3.4.** Any Variation in the tax structure as per the prevailing government rules and regulation will be considered and paid /recovered
- 3.5.** The vendor / service provider should submit service report for regular and complaint calls duly acknowledged by the branch official. One each in Branch and Divisional office and should be enclosed along with periodic bills as a proof of attending services.
- 3.6.** Any injury to your servicemen while attending the servicing / breakdown calls will be the sole responsibility of service provider. No compensation whatsoever would be given by LIC.
- 3.7.** The service provider / vendor should be in a position to provide stand by unit in lieu of faulty unit in case where it takes more than 24 hours to rectify the defects.
- 3.8.** Log sheets are to be maintained for each individual unit separately.
- 3.9.** Payment will be made after completion of quarterly servicing for which the agency should submit invoice along with service reports for the services carried out during the quarterly period. The proportionate amount will be deducted if complete services are not provided.
- 3.10.** No deviation to LIC conditions of contract is acceptable and if any such deviations observed, the tender is liable to be rejected.
- 3.11.** The manufacturers are requested to note that in the event of this enquiry being forwarded by you, through any of your authorized servicing center or dealer, if suppose those dealers / agency's performance is not found to the satisfaction of the LIC, it shall be the responsibility of the said firm to rectify the defects / liabilities.
- 3.12.** In the event of services being not satisfied during the CAMC period LIC of India reserves the rights to terminate the contract by giving 30 days notice.

**Signature of Supplier / Service Provider**  
**LIC Employer**  
**With seal & address**

Date:

Place:

**Signature of**

**ANNEXURE- I**LIST OF OFFICES**LIST OF OFFICES AND ADDRESS WILL BE GIVEN ALONG WITH THE  
ACCEPTENCE LETTER. 2018-2019**

|                            |   |         |        |
|----------------------------|---|---------|--------|
| Andhra Pradesh & Telangana | – | 5 KVA   | 18 Nos |
| Andhra Pradesh & Telangana | – | 7.5 KVA | 13 Nos |
| Karnataka                  | – | 5 KVA   | 30 Nos |
| Karnataka                  | – | 7.5 KVA | 13 Nos |
| Andhra Pradesh & Telangana | - | 2 KVA   | 22 Nos |
| Karnataka                  | – | 2 KVA   | 16 Nos |