



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान, चेन्नई
National Institute of Fashion Technology, Chennai
(वस्त्रमन्त्रालय, भारत सरकार)
(Ministry of Textiles, Govt. of India)
राजीवगांधीरोड, तारामणि, चेन्नई-600 113
Rajiv Gandhi Salai, Taramani, Chennai – 600 113
प्रशासन अनुभाग/ Purchase Section
E-Mail id: purchase.chennai@nift.ac.in



TenderNo.03/NIFT/CHE/PUR/2025-26
Ltd Tender Document for UPS Services

NATIONAL INSTITUTE OF FASHION TECHNOLOGY

A Statutory Institute governed by the NIFT Act, 2006
(Ministry of Textiles, Govt. of India)
An ISO 9001: 2015 certified Institution
Rajiv Gandhi Salai, Taramani, Chennai – 600 113.
Email :purchase.chennai@nift.ac.in
web site : nift.ac.in/tenders

Rs.590 /-
(GST Incl.)(in
Cash / DD / PO)

कार्यकानाम: व्यापकवार्षिकरखरखावअनुबंध
निफ्टमुख्यपरिसरचेन्नईमेंयूपीएससेवाओंकेलिए
निविदादस्तावेज
दोबोलीप्रणाली

**NAME OF WORK: COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR UPS
SERVICES (30 KVA) AT NIFT MAIN CAMPUS CHENNAI
LIMITED TENDER DOCUMENT
TWO BID SYSTEM**

- | | |
|--------------|--|
| 1. Original | To be submitted in a sealed cover Addressed to The Director,
NIFT, Rajiv Gandhi Salai, Taramani, Chennai – 600 113. |
| 2. Duplicate | To be retained by the tenderer for reference. |

Tender Issue : 18.06.2025
Last date & Time submission of sealed Tender by Tenderers: : 30.06.2025 up to 15.00 p.m.
Tender Opening Date & Time: : 30.06.2025 up to 15.30 p.m.
EMD to be deposited along with tender : Rs.15,000/-

Tender document will be available at our website, it should be downloaded at free of cost

Total No of Pages : 14 Nos

प्रस्तावना / परिचय / PREAMBLE / INTRODUCTION

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in the field of Fashion Technology. NIFT provides fashion business education across the country through its network of 17 centers. It provides four years undergraduate (UG) program in design and technology, two years post graduate (PG) program in design, fashion management & fashion technology and a short duration education program to address the specialized needs of professionals and students in the field of fashion. NIFT has its head office at New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Daman, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, New Delhi, Patna, Panchkula, Raibareli, Shillong and Srinagar.

NIFT, Chennai was established in the year 1995 and situated at NIFT, Campus, Rajiv Gandhi Salai, Taramani, Chennai – 600 113.

NIFT Chennai invites sealed tenders under two bid systems for “Comprehensive Annual Maintenance Contract (CAMC) for 5 Nos. of UPS (30 KVA) Services at Rajiv Gandhi Salai, Taramani, Chennai – 600 113,” from the interested, experienced firms who fulfill the eligibility criteria as in Tender Document.

नियमएवंशर्तें / Terms & Conditions

1. The firms who are not willing to accept the departmental conditions need not quote and participate in this bidding.
2. While submitting the tender, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the tender is liable to be rejected. If any bidder stipulates any condition, such conditional tender is liable to be rejected.
3. The purpose of the awarding the unit service contract is to ensure and to keep the unit in good working condition with work to the optimum efficiency.
4. NIFT Chennai reserves the right to accept / reject any/all tenders in part/full without assigning any reason thereof.
5. Any Addendum/Corrigendum date extension in respect of above tender shall be updated in our website www.nift.ac.in/chennai/tenders only and no separate notification shall be issued in the press/Bidders. Bidders are therefore requested to regularly visit our website to keep themselves updated.

6. Bidder should sign in all pages of the Tender document and should not be removed any page/s of the tender document.
7. The prospective Bidders are advised to read carefully the entire tender document and satisfy themselves about the work, site condition, by visiting the NIFT Chennai Main Campus, Rajiv Gandhi Salai, Taramani, Chennai – 600 113 on their own with prior approval from NIFT, authorities on any working day between 10.00 a.m. and 5.00 p.m. before submitting their tenders (no extra charges shall be payable for visiting the NIFT Chennai Campus in this regard).
8. The filled-in tender document along with necessary enclosures is to be submitted in a sealed envelope super scribing “Limited Tender for **COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR UPS SERVICES (30 KVA) AT NIFT MAIN CAMPUS CHENNAI**” addressed to The Director, National Institute of Fashion Technology, Rajiv Gandhi Salai, Taramani, Chennai – 600 113 dropped in Tender Box in the Institute before 15.00 p.m. till 30.06.2025. The tenders will be opened on the same day at 15.30 p.m. in the presence of such of the bidders who may wish to be present, either by themselves or by their authorized representatives. If not opening the tender document on same day, it will be communicated later to the bidders. The opening of bid will be decided by NIFT authorities is final.
9. If complete information is not given (or) if the particulars and data are not filled in correctly (or) not as specified in the Tender document and may render the bid non-responsible and liable to be rejected.
10. If submitted other than the prescribed Tender Document format the same shall be summarily rejected.
 - If Bidder furnishing with the Price Bid in the single/same cover of Technical Bid will be summarily rejected.
 - The tender will be summarily rejected, if price of the item indicated in the Technical Bid.
 - Tender can be submitted on or before the due date and time specified in the Tender Document.
11. The bidder shall deposit Rs.15,000/- (Rupees Fifteen Thousand only) as Earnest Money Deposit (EMD) along with the tender form. Tenders received without EMD would be summarily rejected. The DD shall be drawn in favour of NIFT, payable at Chennai. The EMD of the unsuccessful bidders will be returned to the concerned bidders, within three weeks from the date of opening of the tender. **If seeking EMD Exemption, the supporting documents should be enclosed.**
12. Successful bidder's EMD will be retained and it will be adjusted in the Performance Security Deposit.
13. Even after qualifying in technical bid, the Price bid may not be accepted if not found in order.

14. The Director, NIFT Chennai reserves the right to accept the whole tender or any part thereof or reject all the tenders, in the interest of the NIFT so require, without assigning any reasons whatsoever and to waive any minor discrepancy in the tenders received.
15. The probable date on which the service to the UPS units will be carried out should be intimated well in advance by the NIFT officers in writing to the AMC firm to whom the AMC is awarded.
16. The signature of the Electrical staff or the officer in charge of the maintenance at NIFT Chennai shall be got after the units are serviced.
17. If the service on the specified date is not possible, it shall be carried on the subsequent day without fail with concurrence of the officer in charge of the maintenance at NIFT.
18. The UPS units should be checked and serviced thoroughly **monthly once** without fail.
19. The Breakdown calls should be attended immediately and any delay shall be made good through other local agencies at the cost of the AMC contractor.
20. No advance payment will be made for the service contract.
21. The service bills will be issued after the completion of quarterly service and due certification by the officer in charge of maintenance at NIFT Chennai.
22. The firm should ensure 90% uptime for all UPS units which will be certified by the officials of NIFT, failing which a penalty of Rs.100/- per day / per unit will be levied on the firm.
23. In case of emergency, the minor repairs may be carried out by the Electrical Annual Maintenance Contractors after approval from by Competent Authority.
24. All the components should be checked thoroughly to work in perfect conditions and it should be ensured that all the safety devices work perfectly.
25. The UPS spares/parts should be removed from the site to their workshop/service centre by NIFT Chennai Gate Pass only for any major repairs/service and Spares/Parts shall be re-fixed without any additional cost.
26. Since this is a comprehensive AMC service contract spares of all the materials which require replacement should be done at no extra cost without any delay.
27. The contractor shall ensure that all the parts including the cabinet are in good condition, painting of the unit complete (internal and external) should be done at least once during the contract period without any extra cost.
28. The rates quoted should be inclusive of Taxes.
29. The GST shall be paid separately as per rules in force and shall not be included in the rate.
30. Validity of the rates quoted in the Tender will be valid up to 3 months from the date of opening of the Tender.

31. The quantity may increase or decrease or drop of any item, the bidder should execute the work for quoted price in the tender.
32. All statutory obligations under various laws, imposed from time to time will have to be met by the contractor for which no extra payment shall be made. NIFT will no way be responsible for any default with regard to statutory obligation, if any.
33. The amount falls due from the contractor on account of this contract even after recovering from the bills and adjusting the security deposit and any other contract awarded to the contractor, the amount is liable to be recovered under the provision of the Revenue Recovery Act.
34. No advance payment on any portion of service will be made under any circumstances.
35. **The selected firm shall pay a Performance Security Deposit @ 5% of the value of the contract as per the GFR 171.** Which shall be in the form of Demand Draft / Bank Guarantee and deposit shall be retained for the entire contract period. The deposit will be refunded on expiry of contract after adjustment of any due. The deposit will bear no interest during the entire contract period. As per the GFR Rule 171, Point No: II – “Performance Security Should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations”.
36. The selected firm shall also sign an agreement in the prescribed format on a non – judicial stamp paper of value of Rs.100/- and accepted by the authorized signatory on behalf of NIFT.
37. No Bidder will be allowed to withdraw the quoted rates after opening of the tender. If any Bidder withdraws the rates, the EMD amount deposited by them will be forfeited and above firm will be disqualified from participating in any future quotation/Tender of the Institute.
38. The CAMC service contract shall remain valid for a period of one year from the date of award of the contract. However, a **renewal** of the contract on an annual basis may be considered by the competent authority, NIFT, Chennai, based on satisfactory performance of the contractor at the same rates. Such renewals can be done only for a maximum period of two years based on mutual acceptance on yearly basis.
39. If the firm violates the above conditions or known to violate the above conditions action will be taken to terminate the contract and also to ban the firm taking future contract in NIFT. The security deposit will also be forfeited.
40. The complaint should be attended within 24 hours from the time it's logged in including Sundays and holidays.
41. Repair and corrective work should be executed within 72 hours from the time of attending a complaint, failing which a penalty of Rs.100/- per day / per unit will be charged.

42. Preventive maintenance should be carried out once in a month as per schedule and also service report to be signed by the NIFT officials else 20% of the amount will be deducted from the total bill amount for the particular period.
43. NIFT reserves the right to terminate the contract at any point of time at its sole discretion due to non-satisfactory service or violation of Terms & Conditions or due to any applicable reason and NIFT's decision in this regard shall be final and binding.
44. The contractor should hand over the UPS units in working condition at the end of completion of CAMC period. If any defect noticed and it should be rectified the same without any additional cost as per CAMC terms and conditions.
45. Supply and replacement of spares /materials should be as recommended by the OEM.
46. Payment will be made on quarterly basis against the submission of bills along with the copies of the service reports duly signed by the NIFT Engineers.
47. It shall be sole responsible of the Contractor to ensure safety of the UPS and powers supply to other UPS connected equipments by ensuring functioning of UPS safety systems and relays.
48. It shall be the sole responsibility of the contractor to ensure safety of the user and If there is any loss to the institute on account of dishonest and or due to any lapse on the part of the contractor
49. NIFT shall not be responsible for death, injury or accident to the contractor / Contractor's employee who may arise out of and in the course of their duties at NIFT Premises.
50. The contractor should provide all the safety equipment's, tools equipment's and Ladder for their maintenance staff.
51. In case of any accident (or) damage due to negligence (or) unsafe work that require medical attention, the contractor is wholly responsible.
52. Any dispute arising, decision of the Director, NIFT Chennai is final authority for settlement of dispute.
53. In the event of any dispute the legal matter shall be subjected to the jurisdiction of Chennai Court only.
54. Technical Bid Page No : 1 to 12 (Sealed Separate Cover)
55. Price Bid Page No : 13 to 14 (Sealed Separate Cover)
56. The Financial Bid should be sealed by the bidder in separate covers duly super scribed and both these sealed covers are put to be in bigger cover which should be also be sealed and duly super scribed.

विशेषनियमएवंशर्तें / Special Terms & Conditions

1. The service should carry out the preventive maintenance once in every month or earlier, if required. Any emergency service if any should be attended immediately.
2. All the repairs, Service and Spares (including switches, MCCB, etc. inside the UPS) should be provided without any extra cost during the AMC Period as the above AMC is a comprehensive one so it covers all spares.
3. Battery inter connecting wires should be connected properly without any loose connections.
4. During the preventive maintenance, the system and battery terminals should be cleaned and general performance should be checked.
5. At the time of every service / breakdown, the AMC firm should ensure the proper functioning of the following safety device mechanism available in the UPS systems and it should be certified during each service by the service engineer
 - a. Output under voltage trip
 - b. Output load over current trip
 - c. Output over voltage trip
 - d. DC voltage high trip
 - e. DC voltage low trip
6. The following services are not included in this scheme
 - a. Replacement of any missing / stolen parts in the UPS and DC backup source
 - b. Shifting of UPS and Accessories
 - c. Repair or replacement necessitated by loss or damage due to misuse, accident, fire, natural calamities or any such force Majeure circumstances, etc.,
7. The purpose of the awarding the unit service contract is to ensure and to keep the unit in good working conditions and to work to the optimum efficiency.
8. The probable date on which the service to the U.P.S units will be carried out should be intimated well in advance to the NIFT officers in writing by the AMC firm to whom the AMC is awarded.
9. If the service on the specified date is not possible it shall be carried on the subsequent day without fail with concurrence of the officer in charge of the maintenance.
10. The UPS should be removed from the site to their workshop only for any major repairs/service shall be fixed at no extra cost
11. **The Goods & Services Tax (GST)/ taxes, if any will be applicable as per Govt. of India norms.**
12. The amount falls due from the contractor on account of this contract even after recovering from the bills and adjusting the security deposit and any other contract awarded to the contractor, the amount is liable to be recovered under the provision of the Revenue Recovery Act.
13. In-case any of the persons deployed by the contractor does not come up to the mark (or) indulges (or) disorderly conduct the contractor shall immediately withdraw such persons on the report of the NIFT in this respect.
14. Payment will be made on quarterly basis against the submission of bills along with the copies of the service reports duly signed by the NIFT engineers.

15. It shall be the sole responsibility of the contractor to ensure safety of the user and if there is any loss to the institute on account of dishonesty and or due to any lapse on the part of the contractor.
16. If any failure of UPS battery/ UPS AMC contractor has to provide standby battery until replacement of new battery without any additional charge.
17. If any failure of batteries/complete replacement of batteries, whenever required, NIFT, Chennai will provide the batteries, the contractor has to replace, test and commissioned the batteries without any additional charge. In this regard the Contractor has to coordinate with the battery supplier for complete replacement of battery without any additional charge.
18. Contractor should ensure function of all safety circuits and should not bypass any safety circuits.
19. The contractor should carry out the service as per Original Equipment Manufacturer (OEM) recommendation.
20. The contractor shall make his own arrangement for cleanliness of UPS systems
21. TDS will be deducted as per Rule.
22. Rule, 163 of the General Financial Rules, 2017 is applicable for all vendors.
23. NIFT GST Regt No : 33AAATN2067J1ZN
24. If any clarification please contact Mr. Arul.G, Estate Engineer (M) 9894744586 mail arul.g@nift.ac.in

अनुलग्नक I / ANNEXURE I

यूपीएससेवाओंकेकैमककेलिएतकनीकीबोली/
TECHNICAL BID FOR CAMC OF UPS SERVICES

This Technical Bid for UPS services of various locations at NIFT Main Campus shall be filled in by the tendering party, duly signed, stamped and sealed .

S.No.	Particulars	Details
1.	Name of Tenderer	
2.	Address of the Firm	
3.	Phone No. and Email ID	
4.	Year of Commencement	
5.	Status whether firm is proprietary / partnership firm / company	
6.	Name (s) of the Director / Proprietor / Partners of the firm	
7.	Details of the EMD (DD in favour of NIFT payable at Chennai)	
	Amount in Rupees	Rs. 15,000/-
	DD No. and Date	
	Issuing Bank	

Registration under various statues: (enclose certified copies)

S.No.	Registration	Registration No.
a.	Shops and Establishment Act	
b.	License under the contract Labour Act	
c.	GST Registration No.	
d.	Permanent Account (PAN) No.	

Give details of major similar contracts handled by the Tenderer during the last three in the following format

S.No.	Name of the Client, Address, Telephone No.	Contract Value	Duration of Contract	
			From	To
1.				
2.				
3.				

(Letters of satisfactory performance from the client (s) must be attached).

Financial turnover of the tenderer for the last 3 years (if the space provided insufficient, a separate sheet may be attached.)

Financial year	Amount	Remarks
2021-2022		
2022-2023		
2023-2024		

मूल्यांकनमानदंड: निम्नलिखितस्व-सत्यापितदस्तावेजोंकोसंग्रहकरनेकीआवश्यकताहै।

Evaluation Criteria: The following self-attested documents need to be enclosed.

- i. Company Registration Certificate (Company Registration, Geographic Presence should be Chennai Only)
- ii. GST Registration Certificate.
- iii. PAN Details.
- iv. MSME certificate, if applicable (Prior Turnover Criteria as per Department of Expenditure vide their OM No.F20/2/2014-PPD (Pt.) dated 20.09.2016 and MSME OM F.No.1(2)(1)/2014-MA Part dated 10.03.216)
- v. Annual Turnover should not be less than Rs.10.00 Lakhs for last three years duly certified by Auditor with UDIN Number.
- vi. Undertaking for not being blacklisted by any organization in last 5 years.
- vii. Original Equipment Manufacturer (OEM) issued valid Authorization certificate for service of UPS.
- viii. Bidder should have a minimum 5 years' experience in repair & maintenance, service of UPS in any Government Department/Organization /Institution/ PSU/Reputed organization and service center should be in Chennai. Copy of work orders are to be enclosed.
- ix. Client List in which same nature of work carried out in Government Department/Organization /Institution/ PSU/Reputed organization during last five years.

घोषणा
(बोलीकर्ताकंपनी/फर्मकेलेटरहेडमें)
DECLARATION
(In Bidders company's/firms letter head)

I/We having our office at..... declare that I/We
have never been blacklisted by any state Government/Central Government or any State/Central PSU.

Date: (Authorized Signatory)

Place:

Name:

Designation:

Name of the company/firm:

Address of the Bidder:

(Company Seal)

National Institute of Fashion Technology, Chennai.

वित्तीयबोली / FINANCIAL BID

**अनुसूचितदरें/ SCHEDULED RATES for COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT CAMC FOR
30KVA UPS SERVICES installed at NIFT Chennai Main Campus.**

<u>Description of item</u>	<u>Qty.</u>	<u>Rates to be quoted by Tenderer</u>	
		<u>Rate/Unit (Rs.)</u>	<u>Amount per annum (Rs.)</u>
Comprehensive Annual Maintenance Contract (CAMC) for 30. KVA , 3phase input – Single phase output UPS Systems (Each unit connected with 30 Nos. of 65 AH 12V SMF Battery) UPS Make;Uniline UPS Model No.: Maxiline UPS SI.Nos.:- UL-D6C22-C-1598 UL-D6C22-C-1599 UL-D6C22-C-1600 UL-D6C22-C-408 and UL-A22-101	<u>5 Nos.</u>		
If other charges			
GST/Taxes			
Total amount per annum Rupees (In Figures)			

This Financial Bid should be filled in by tendering party duly signed, stamped and sealed and must be submitted in separate cover, super scribed with “Financial Bid”

After opening of technical bid the capability and suitability of the tenderers shall be evaluated and financial bid of the qualified tenderers shall be opened later on and the date will be informed separately.

Note: 1.Above quoted rate should be inclusive of all taxes and other charges
2. Lowest (L1) Bidder at Sl.No.1 above and meeting all the evaluation criteria will
be awarded the Contract.

I/We.....of

M/s.....hereby agree on the acceptance of this tender by the NIFT Chennai to the work of “Comprehensive Annual Maintenance Contract (CAMC) for UPS Services NIFT Main Campus at Rajiv Gandhi Salai, Taramani, Chennai – 600 113” in accordance with the terms and conditions of contract stated in the tender document and as per specification, rates, prices specified in this Financial Bid.

Date:

(Authorized Signatory)

Place:

Name:

Designation:

Name of the company/firm:

Address of the Bidder:

(Company Seal)