ENQUIRY FORM

No: BPL/DDK/1(11)(5)(I)/Repair Equipments/2019-20/E(S)/ Dated: 03-03-2020

Sub. : Regarding repairing of 20 KVA Kirloskar make online UPS installed at DDK Bhopal.

This office is interested in repairing of 20 KVA Kirloskar make online UPS installed at DDK Bhopal as per terms and conditions from the reputed agencies. The eligible contractors/Agencies should quote in the given format.

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<tr>
<th>S. No</th>
<th>Description</th>
<th>Rate</th>
<th>HSN/SAC code</th>
<th>GST</th>
<th>Total</th>
</tr>
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<tr>
<td>1</td>
<td>Repairing of 20 KVA online UPS Make: Kirloskar Model: Shark Serial Number: 230200998 (Repair at site only)</td>
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The 20 KVA online UPS is not working, input Supply MCB tripped during UPS on load.

1. Interested parties are requested to visit and inspect the 20 KVA Kirloskar make online UPS during working hours from 9.30 AM to 6 PM from Monday to Friday prior to submitting the quotation.

2. The price to be quoted separately for spares and services.

3. The firms shall ensure that the spares provided by them are original, genuine and are of good quality, technically reliable and meet the requirement of the Equipment.

4. The firm shall provide 6 months warranty for all the spares replaced during the repairs from the date of completion of work.

5 Period of validity of quotation should be One year.

The quotation should be sent in sealed cover addressed to the Deputy Director General(E), Doordarshan Kendra, Bhopal (MP)- 462013, so as to reach on or before – 11/03/2020 at 13.00hrs.

The cover should be superscripted with the following details:

1. ENQUIRY REFERENCE: No: BPL/DDK/1(11)(5)(I)/Repair Equipments/2019-20/E(S)/


The quotations will be opened in the office of the Deputy Director(Engineering), Doordarshan Kendra, Shyamla Hills, at 15.00 Hrs on –11/03/2020 in the presence of such tenderers who may choose to attend.

Yours faithfully,

(Pradeep Agrawal)
Asst. Engineer
for Dy. Director General (Engg.)
Terms & Conditions for Repairing of 20 KVA online UPS

1. Tenderers should mention GST Number/PAN / on the quotation.
2. Firm must provide a copy of PAN CARD/fill up the GST vendor registration form attached with the enquiry form.
3. Relevant HSN/SAC codes have to be mentioned in the quotation along with the extant GST rate on each of the quoted amount.
4. **Income tax at the rate of 2% will be deducted for every procurement / work amounting to Rs. 20,000/- or above in a financial year.**
5. Firm must have experience in repairing of 20KVA on line UPS or more capacity. Copy of work order of repairs of 20KVA online UPS or more capacity of Kirloskar any other make UPS may be provided by the firm as a proof of experience. Incase the firm is OEM / OEM authorized service provider for Kirloskar make UPS or any other make of online UPS, the certificate to that effect may be attached.
6. This office reserves the right to cancel the tenders/enquiry without assigning any reason.
7. The rates should be valid for a period of one year.
8. No advance payment will be made by this office. Firm should raise their bill immediately after the completion of work.
9. The quotation should specifically mention the delivery date, terms & conditions of supply & work.
   a) The unit price should be for unit as indicated in the tender inquiry.
   b) Price should be F.O.R. station of despatch/destination in India and inclusive of charges of packing, forwarding, octorai etc. Wherever applicable octorai exemption certificate will be issued by this office.
10. The purchaser will not pay separately for transit insurance and you will be responsible for safe arrival of stores at destination.
11. Printed terms & conditions on the letter head of tendering firms will not be applicable/considered as forming part of tender. Conditions applicable should be specifically stated.
12. **TERMS OF PAYMENT** : 100% payment will be made within 30 days from the date of receipt of materials/completion or work in good condition or from the date of receipt of bill whichever is later.
13. Quotation not properly super scribed and properly sealed /with red lac or red wax will not be considered.
14. Incase of any dispute between both the party the decision of the arbitrator appointed by the Director General, Doordarshan, New Delhi will be binding. However, either party may file appeal against the said order in HonorableDistt. Court of Bhopal.
15. **GST TDS @ 2% is to be deducted if the total value of supply / works exceeds Rs. 2.5 lakhs in a financial year.**
16. The firm has to raise GST compliant bill mentioning clearly the SAC/HSN code and tax bracket /value.
17. The firm has to provide copy of GSTR 1 indicating the payment details of GST pertaining to bill or provide the undertaking that the GST shall be submitted within the due period and copy of GSTR 1 shall be provided to DDK, Bhopal. In absence of above the bills will not be cleared by the DDK.

[Signature]
03/03/2020