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**OFFICE OF THE COMMISSIONER OF COMMERCIAL TAXES, ODISHA
CUTTACK**

No. V-12/2013- 22704 /CT,

Dated 18/11/2013

REQUEST FOR PROPOSAL

**SHIFTING OF THE UPS & BATTERY BANKS FROM 1ST FLOOR TO GROUND FLOOR IN
THE O/O THE COMMISSIONER OF COMMERCIAL TAXES, ODISHA, BANIJYAKAR
BHAWAN, OLD SECRETARIAT COMPOUND, CUTTACK**

Sealed Proposals (Technical & Commercial) are invited from reputed and licensed electrical contractors for the work of shifting of the UPS along with its Battery banks from the present room in the first floor of the building to the ground floor of the O/o the Commissioner of Commercial Taxes, Odisha, Banijyakar Bhawan, Old Secretariat Compound, Cuttack. The specifications of the UPS are as follows:

Sl.	Name	Technical Specifications
1.	UPS	a) 3 No.s of 10 KVA UPSs of Numeric make b) 2 No.s of 10 KVA UPSs of AVO make c) 1 No.s of 5 KVA UPS of Numeric make
2.	Battery Banks	a) Power Safe (12v-65Ah) – 29 b) Power Safe (12v-100 Ah) – 27 c) Amaron Quanta (12v-75Ah) – 61 d) DigiPower Okaya (12v-42Ah) - 20

Scope of Work:

1. The Bidder will be required to shift the above mentioned UPSs along with their battery banks to the newly created UPS room in the ground floor.
2. Electrical connections from the present room in the first floor needs to be extended / shifted to the new UPS room in the ground floor, as the case may be.
3. A new connection is to be provided from the Generator to these UPSs being shifted to the ground floor.
4. It is to be noted that these UPSs presently provide power to almost all the PCs spread across 5 floors in the Head Office Building. Hence, it is not possible to change the power connection to the last point. This has to be carried out with minimal or no changes to these power distribution existing in the building.
5. Required earthing provision has to be provided by the Bidder for these UPSs.
6. Required change-over boxes and other electrical panels are also to be provided by the Bidder.
7. The bidder will also be required to prepare and submit a detailed connection diagram for future maintenance requirement.

8. The cables and other equipments required to be used / installed in this job should be of standards prescribed by competent authority and with required safety certifications.
9. The bidder will have to complete the work in a planned manner ensuring least possible downtime for the PCs and other equipments which depend on these UPSs. The downtime should not exceed 24 hours and the work should be completed with a plan to avail these 24 hours during a public holiday only.
10. The bidder may visit the UPS room located in the O/o the Commissioner of Commercial Taxes, Odisha, Banijyakar Bhawan, Old Secretariat Compound, Cuttack for examining the location of work at their own cost.


Terms & Conditions:

1. The bidder should be a licensed electrical contractor.
2. The bidder should have at least 3 years of experience in similar works.
3. The bidder should have registration under OVAT Act and also under Service Tax.
4. The bidder will be required to submit VAT clearance certificate along with the bid documents.
5. The bidder will be required to submit a detailed list of materials required for the shifting work.
6. Unit cost of material, total cost of materials required along with service charges & other taxes etc are to be shown specifically by the bidder.
7. The financial bid must have a total amount indicated for the entire work with tax component shown separately.
8. Payment will be released only after successful completion of the work.
9. Failure to complete the work within given time limits will attract penalty of 2% of the cost per each day of delay beyond the given time limit. Part of a day will also be counted as one day.

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10. The work will be supported with one year service maintenance support by the bidder at the cost of the bidder.
11. The selected bidder will be required to submit a performance guarantee in shape of a bank guarantee @ of 10% of the total cost of the work which will be valid for twelve plus two months from the date of final completion of work and certification.
12. The decision of the Department will be final and binding on the bidder.
13. The Commissioner holds the right to accept or reject any or all the bids submitted without having to assign any reason thereof.
14. The RFPs inside sealed envelopes marking "RFP for shifting of the UPS in the O/o the CCT, Odisha, Cuttack" addressed to the "Deputy Commissioner of Commercial Taxes (IT & Policy), O/o the CCT, Odisha, Cuttack" need to be submitted as per the time schedule given below.
15. For any clarifications, please contact the Assistant Commissioner of Commercial Taxes (IT & Policy) through email at "acctit@odishatax.gov.in" or over phone to "+91-671-2304922" within the time schedule indicated above.
16. The time table of the RFP is given below.

Sl.	Description	Date / Time
1.	Publication of the RFP	26-11-2013
2.	Last date for clarifications	04-12-2013
3.	Last date for submission of RFP	09-12-2013; 4.00 PM
4.	Opening of the RFPs	12-12-2013
5.	Selection of Bidder	12-12-2013 Subject to decision of the Technical Committee.


Deputy Commissioner
of Commercial Taxes (IT & Policy)