

IN THE HIGH COURT OF DELHI AT NEW DELHI

F.No.646-C/DA-4/IT/DHC/No. 14755

Dated: 01.08.2023

From,

The Registrar General
Delhi High Court
New Delhi

To,

(On the website of High Court)

Sub: Notice inviting Tender(s) for purchase of 2KVA online/offline UPS(if available) offline UPS of reputed make(viz. Luminous, Microtek, BPE, APC, Emerson-Liebert, Onfiniti, Premius etc.) with 4 inbuilt maintenance free batteries of 30-45 minutes backup having atleast two 16 Amp sockets with warranty

This Court intends to purchase 2KVA online/offline UPS(if available) offline UPS of reputed make(viz. Luminous, Microtek, BPE, APC, Emerson-Liebert, Onfiniti, Premius etc.) with 4 inbuilt maintenance free batteries of 30-45 minutes backup having atleast two 16 Amp sockets with warranty. Interested firms/vendors (Based in Delhi/NCR Region only) are requested to submit their respective quotations for the same in a sealed envelope to the A.O.(J), Information Technology Branch, Lawyers' Chamber Block-III, Room No.6, Ground Floor, High Court of Delhi, New Delhi on or before 22-08-23 till 5:30 P.M. The sealed envelope should be addressed in the name of "The Registrar General, Delhi High Court, New Delhi" mentioning the subject "**Quotation for 2 KVA offline UPS**" which should be super-scribed on the sealed envelope.

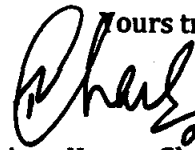
Terms & conditions of this tender are as under:

- 1) The firm(s) / vendor(s) authorized by OEM intending to participate in the instant tender are requested to submit the necessary Technical/Financial bids along with the copy of current authorization letter of the OEM and **Earnest Money Deposit (EMD) worth ₹10,000/-** by way of Demand Draft/Bankers Cheque/Pay Order drawn in the favour of "The Registrar General, Delhi High Court" payable at New Delhi.
- 2) **Quotations received without EMD shall be summarily rejected and no request for waiver of EMD will be entertained.**
- 3) The validity of rates must not be less than 180 days from the last date of submission of quotations. Quotations with **less period of validity of rates shall be summarily rejected.**
- 4) **The successful firm shall be awarded the tender at the quoted/approved rates. In case the firm which has been awarded the tender refuses to supply the required goods at the quoted/approved rates during the validity period of 180 days, the firm, shall be liable to be blacklisted for participation in the future tenders of this Court.**
- 5) No quotation shall be entertained **after due date**. Quotations **without the subject as referred to above & due date having been mentioned on the envelope** shall be summarily rejected. Quotations received after due date shall be summarily rejected.
- 6) The firm/vendor must submit only one quotation against instant Tender Notice. Quotation(s) related to some other item(s) not related to instant tender placed in the sealed envelope will be liable to be rejected. If multiple quotations are submitted by a firm/vendor, all such quotations submitted shall be liable to be rejected at the first instance.

- 7) After opening of the sealed quotation(s), if any correction is found in the offered rate, which renders the whole Tender process doubtful or ambiguous, the said quotation shall be summarily rejected.
- 8) **The quotations must be tendered strictly in the format mentioned in Annexure 'A' of this tender. Quotations offered in any other format than prescribed shall be liable to be rejected.**
- 9) The selected L-1 company/vendor will have to supply one UPS for testing purposes within one week of request. On successful testing of the supplied UPS with the devices being used in this Court, purchase order will be issued.
- 10) In case the Purchase Order awarded to the eligible L-1 firm is cancelled due to non supply of goods within the stipulated period, the Purchase Order will be awarded to the next eligible L-2 vendor/firm. The firm shall be liable to be blacklisted to participate in future tenders of this Court and the amount of EMD shall be forfeited, if failed to give any cogent reason for non-supply of goods within the stipulated period.
- 11) The Demand Draft/Bankers Cheque/Pay order towards EMD of all the tenderers, except the lowest three, shall be returned to vendors on their written request after finalization of Tender Process & EMD of successful tenderer will be returned only after supply and successful installation of the product supplied against the first purchase order placed on the successful firm after fulfilling all codal formalities against receipt.
- 12) The Demand Draft/Bankers Cheque/Pay order of L-2 & L-3 will be returned upon written request after issuance of the Purchase order to the successful tenderer. If the offer of quotation is withdrawn or sought to be revised by the tenderer before/after opening of tender or any other default is found, the amount of EMD shall be forfeited and the firm will be blacklisted from participation in future tenders of this Court for a period of twelve months from the date of blacklisting.
- 13) The selected vendor is also required to submit the details of SPOC (Single Point of Contact) for after sale support and will also ensure that the complaints notified to designated SPOC person are attended and resolved expeditiously.
- 14) The successful tenderer shall further abide by the condition that if a complaint is lodged before lunch, the same shall be resolved during the second half of the day i.e. after lunch and if a complaint is lodged after lunch, the same shall be resolved on the next working day (within one day). If the vendor fails to respond within the stipulated period to attend complaint(s), then the vendor will be bound to face the penal actions.
- 15) The acceptance of supplied item in the IT Store of Delhi High Court will be subject to codal formalities viz., inspection by an independent officer nominated for the purpose.
- 16) The firm/vendor shall also have to give an undertaking in original (strictly as per **Annexure- 'B'**) that neither the firm nor its Partner/Director/Proprietor has been blacklisted/banned and its Business dealings with the Central/State Government/Public Sector Undertakings/Autonomous Bodies have been banned/terminated on account of poor performance/conduct and also that all the terms and conditions of the instant Tender Notice are acceptable to them. The quotations received without undertaking shall be summarily rejected.
- 17) The firms/vendors offering NET rate claiming that they are mandatorily not required to be registered under the GST Act shall submit NET rates only in their quotation and need not mention tax rate and tax amount and are further required to submit an affidavit strictly as per **Annexure-'C'** with supporting documents in respect of exemption from registration under GST Act viz. copy of the latest Notification issued by Govt. of India/Govt. of NCT of Delhi duly attested under the seal of the firm, certificate issued by Chartered Accountant for the F.Y. 2022-2023 & 2023-2024, etc. .

This Court reserves the right to modify/amend the quotation letter/terms & conditions at a later stage.

Yours truly,



01/08/2023

(Rajeev Kumar Chauhan)

Joint Registrar (IT)

for Registrar General

CC to:- Joint Director (IT), DHC.- for uploading on the official website of Delhi High Court.

Annexure - 'A'

Name of the firm:- _____ Address of the Firm: _____

Contact No.: _____ Email Address: _____

Price Bid

Description of Product	Price offered for one unit (Without taxes) In Rs.	Tax Rate (%)	Total Price offered for one unit (incl.of taxes) OR NET Price offered for one unit by the vendor exempted from registration under the GST Act	Under -taking furnished (Yes/No.)	Validity of Rates: (180 days or more) (Yes/No)	EMD of Rs.10,000/- (Yes/No)	Warranty	Remarks (if any)
A	B	C	D	E	F			G
2KVA online/offline UPS(if available) of reputed make(viz. Luminous, Microtek, BPE, APC, Emerson-Liebert, Onfiniti, Premius etc.)with 4 inbuilt maintenance free batteries of 30-45 minutes backup having atleast two 16 Amp sockets with warranty								

Signature of the authorised Signatory
of the firm/company/organization

Official Stamp/Seal

Date: _____

Place: _____

- Interlineation/Corrections/Overwriting not allowed

[AFFIDAVIT ON Rs.10/- NON-JUDICIAL STAMP PAPER DULY NOTARIZED BY NOTARY PUBLIC AFFIXING Rs. 5/- NOTARIAL STAMP TO BE PRODUCED ONLY BY THE FIRMS/VENDORS CLAIMING EXEMPTION FROM REGISTRATION UNDER GST ACT]

Annexure - 'C'

AFFIDAVIT

I _____, S/D/W/of Sh./Smt. _____ Resident of _____ in the capacity of _____ of M/s. _____ having its Registered office/office at _____ do hereby solemnly affirm and declare as under:-

1. That the Turnover of M/s. _____ was less than 40 Lakh in financial year i.e. 2022-2023.
2. That the firm _____ is exclusively engaged in supply of Goods in Delhi/NCR Region and not making any inter-state supplies.
3. That the turnover of M/s. _____ has not crossed the 'threshold exemption limit' of Rs.40 lakh, in the current financial year 2023-24.
4. That I undertake that at the point of time the turnover of the firm crosses the threshold exemption limit of Rs.40 lakh, the firm will be registered under GST Act and shall comply with the provisions mentioned in the GST Act.
5. That the firm is claiming exemption to be registered under GST Act, hence not mentioning GST rate percentage in the financial bid.
6. That M/s. _____ will claim only the NET price exclusive of GST, if declared eligible in the tender process.

DEPONENT

VERIFICATION

Verified at _____ on this _____ day of _____, 2023 that the contents of the above affidavit are true and correct to the best of my knowledge and that nothing material has been concealed there from.

DEPONENT