

**Notice Invitation of Quotations
For Supply of 12V/26AH SMF
And Repair of 1 Online 10KVA UPS
At**

Admissions Regulating Authority



ADMISSIONS REGULATING AUTHORITY

(GOVERNMENT OF MAHARASHTRA AUTONOMOUS BODY)

NIQ No. : Quotation/Estate/Battery/ /2024-25
NIQ Issue Date : 25 March 2025
Last Date of Submission : 27 March 2025

MARCH-2025

ADMISSIONS REGULATING AUTHORITY

9th Floor, New Excelsior Building,

A.K. NAYAK MARG,

FORT

Mumbai-400001

Tel: 022-22016159 E-Mail: ara@maha-ara-org,

Web: www.maha-ara.org



Notice Inviting Quotations for Purchase of Batteries and Repair of 10KVA UPS

1. The Secretary, Admissions Regulating Authority (ARA), Fort, Mumbai under the Higher & Technical Education Department, Government of Maharashtra (Govt. Autonomous Bodies) invites Competitive Sealed quotations in two bid format (Technical bid and Commercial Bid) from the eligible and experienced OEM (Original Equipment Manufacturer) or OEM authorized dealers/suppliers for the purchase of 60 Nos batteries 12V 26AH SMF with three years on site comprehensive warranty from the date of receipt of the material as per terms & conditions specified in the tender document and repair of 1 Online EH-10KVA DELTA UPS. The details of technical specification of said batteries and complying terms and condition of purchase under this tender can be downloaded from the website www.maha-ara.org and www.mahacet.org.
The sealed quotations and additional information should reach by **2:00 PM on 27 March 2025**

2. Important Dates:

Issuance of Request for Quotation	From 10:00 A.M 21.03.2025
Physical Verification of UPS to be repaired	During 11:00 A.M. to 02:00 P.M. till last date of bid submission
Last date for Submission of Quotation	Up-to-02:00 P.M. 27.03.2025
Opening of Quotation	27.03.2025 04:00 P.M.
Collection of Physical Bid Documents and Submission of Documents please Contact	Admissions Regulating Authority 9 th Floor, New Excelsior Building, A.K. NAYAK MARG, FORT, Mumbai-400001 Tel: 022-22016159 Email: ara@maha-ara.org Web: www.maha-ara.org and www.mahacet.org (During office hours)
Tender Fee	Rs.1000/-
Earnest Money Deposit (EMD)	Rs.5000/-
Bid Validity Period	Period not less than 60 days

3. Technical Specification:

Description (Battery)	Value
Battery Type	SMF (Sealed Maintenance Free)
Battery make	National and International reputed brands such as Exide, Panasonic, quanta, Amaron or equivalent brand
Quantity	60 Nos
Battery Terminal Voltage	12VCD
Battery Rated Capacity	26AH
Name of the Manufacturer:	Batteries should be delivered in original packing and the name of the manufacturer should be either embossed or painted on the battery. Stickers are not allowed
Application of Usage	Online EH-10KVA UPS (DELTA)
Installation	Installation should be carried out by trained personnel. Installation includes complete fitting, fixing and testing.
Warranty	36 months



4. Bid Submission:

Sealed quotations are to be submitted in two separate envelopes super-scribed as:

Envelope-A: Technical Quote and Envelope-B: Financial Quote.

For details see ANNEXURE– I. Both these envelopes should be enclosed in an outer envelope, which should also be sealed and clearly mentioning on top right corner of the envelope "12V/26AH SMF Battery" and "Repair of 1 Online EH-10KVA DELTA UPS"

The sealed envelope should be submitted by **26 March 2025 (1400 hours)**

Envelope-A: Technical Quotation: The following details are to be enclosed:

Qualification Criteria:

1. Bidder must have to provide their details as per **Appendix-I**.
2. A compliance chart based on the specifications as per the NIQ
3. List and addresses of organizations where similar items have been supplied in last 3 years in India.
4. Catalogue of the item.
5. The bidder should have been registered with State Goods and Services Tax (GST). Copy of such certificate including Self-attested copy of PAN card shall be enclosed as a proof.
6. Registration Certificate of bidder under any suitable act e.g. shop and Establish Act, Company Act, Partnership Act etc. Copy of such certificate shall be enclosed as a proof
7. Bidder should have a functional registered Office within 100 KM radius of Consignee Location.
8. Bidder should have a proper service set up with minimum two Technicians. Valid Proof of appointment to be attached.
9. The bidder Bids are invited from the eligible and experienced OEM (Original Equipment Manufacturer) or OEM authorized dealers/suppliers for purchase of batteries along with duly furnished information, Quotation fee and EMD.
10. The quoted batteries should be of national and international reputed brands such as Exide, Panasonic, quanta, Amaron, Luminous or equivalent brand with following specification:
 - 26AH/12V SMF Battery (Quantity: 60)
11. The bidder should not be blacklisted by any Government or Semi Government organization or Govt. Autonomous Bodies. The bidder must submit an affidavit/Signed undertaking for not blacklisted by any other Government Organization.
12. Sole agency certificate on the letterhead of the principal company if quote is for imported material to be supplied through Indian Agent, or if quotation is from an Indian Agent.
13. **Period of Warranty:** The bidder must provide comprehensive onsite warranty for minimum 3 years from the date of installation of batteries. In case of any defect in supply or any performance related problem observed during warranty period, the bidder shall have to replace the defected battery with new battery of same technical specification without any additional cost to the purchaser. Further, any complaint shall be attended within a response time of 48 hours on 24X7 basis.



14. **Work specifications:** The successful firm is required to install the new batteries. No assistance from the department will be provided in this regard. The bidder has to bring his own vehicle for lifting the items and have to employ his own labour, bags and other items as required for packing and lifting of the materials. No assistance will be rendered in this regard by the tenderer. The bidder will be responsible for cleaning the area from where the batteries are lifted.
15. **Tender fee:** The bidder has to submit Rs.1000/- as non-refundable tender fee in the form of Bank Draft only, in favour of **"THE SECRETARY ADMISSIONS REGULATING AUTHORITY"**, payable at Mumbai or RTGS/NEFT in the account no. 60249481321, IFSC Code – MAHB0000310, BANK OF MAHARASHTRA, Manohardas Street, Boribunder, Mumbai - 400 001.
16. **Earnest Money Deposit (EMD):** Bidder EMD of Rs.5,000/- (Rupees Five Thousand Only) is to be deposited through NEFT/ RTGS/ Demand Draft before closing of bid which is refundable after completion of the tender procedure. EMD may be deposited through RTGS/NEFT in the account no. 60249481321, IFSC Code – MAHB0000310, BANK OF MAHARASHTRA, Manohardas Street, Boribunder, Mumbai - 400 001. The EMD may also be paid through demand draft in favour of **"THE SECRETARY ADMISSIONS REGULATING AUTHORITY"**, payable at Mumbai which is refundable after completion of the tender procedure. However, earnest money will be forfeited in case of bidder withdraws or modifies the offer after opening the tender document.
17. **Security Deposit:** Successful bidder has to submit 3% of purchase order as a Security Deposit in the form of Bank Draft only, in favor of **"THE SECRETARY ADMISSIONS REGULATING AUTHORITY"**, payable at Mumbai or NEFT/RTGS in the account no. 60249481321, IFSC Code – MAHB0000310, BANK OF MAHARASHTRA, Manohardas Street, Boribunder, Mumbai - 400 001. The amount of security deposit will be refunded after three years of installation. But the security deposit will be forfeited if, Successful bidder fails to supply the items within the delivery period and/or supplier fails to comply specifications of battery and/or supplier is not providing satisfactory post sale services and support or fail to replace the defective batteries before warranty period.
18. Bidder has to submit the tender documents as per the checklist (**Appendix-III**).
19. The bidder should submit the envelope containing signed hard copy as per checklist (**Appendix III**) along with forwarding letter (**Appendix IV**), **Declaration Form V and VI**. Envelop should marked as **"Quotation for SMF Batteries"** and it must reach to the **Secretary, Admissions Regulating Authority, 9th Floor, New Excelsior Building, A.K. Nayak Marg, Fort, Mumbai – 400 001 (Maharashtra)** on or before prescribed date and time given in tender notice. The tender received after this will not be considered.
20. Bids once quoted can't be changed.
21. The prescribed configuration is not mandatory. Higher configuration or latest model will also be permitted.
22. The ARA may place repeat orders against the acceptance of tender within a period of validity, subject to the same terms and conditions originally provided in advertised tender and selected bidder shall accept the same.
23. The Quotation received after due date will not be considered
24. The supply must be within the delivery period mentioned in the purchase order; otherwise the order will be automatically cancelled. If any technical reason for delay, consent of purchaser is required.



25. Inability for the supply of goods within the stipulated period and as per the specification by the party after placement of an order will lead to forfeiture of tender deposit.
26. The right to accept or partially accept or to reject the offer is reserved, and cannot be challenged.
27. Once offer rejected, there will not be any kind of reconsideration for inclusion in the contract.
28. In case of any dispute, decision of **Competent Authority**, shall stand final.
29. The jurisdiction for any legal dispute shall be Mumbai court only.
30. If any of the required information is missing, the bid will be rejected straight away. If any kind of malpractice found regarding the details submitted by the bidder at any stage of procedure, then the bid will be immediately rejected and the party will be blacklisted for future endeavours.
31. Amendment of bidding documents (corrigendum), at any time prior to the deadline for submission of bids, ARA may, for any reason, whether its own initiative or in response to the clarification request by a prospective bidder, modify the bidding documents. The corrigendum will be published on website <http://www.mahacet.org> only. In order to allow prospective bidders reasonable time to take into consideration the amendments while preparing their bids, at its discretion, ARA may extend the deadline for the submission of bids.
32. ARA reserves all rights to cancel the part or whole tender without giving any reason.
33. The supplier should be able to supply the quoted material within seven days of date of purchase order.
34. If some specifications are not being met, deviations may be clearly stated. In the unlikely event that none of the vendors are able to meet all the specifications, the committee reserves the right to waive or relax any of the requirements at the technical evaluation stage.
35. The successful tenderer(s) shall submit the following documents within a maximum of 02 (Two) days from the date of placement of the Purchase order.
 - a) Duplicate copy of the Purchase Order duly signed and stamped by the tenderer as a token of acceptance of the order.
 - b) Security Deposit as detailed Terms and Conditions (In case it is not deposited, the same will be deducted from the bills payable to the agency).

Envelope-B: Financial Quote: The following details are to be enclosed:

1. Bidders must have to quote their supply price in specified format (**Appendix-II**)
2. The GST charges are applicable on the price after discount. No other charges will be acceptable.
3. Prices should be quoted State ARA, Mumbai.
4. Bid price to include all cost components : Supply, Installation ,Testing and Commissioning of Goods.
5. The prices quoted must include charges of delivery at ARA Mumbai.
6. State ARA Mumbai reserves the right to cancel any or all quotations without assigning any reason thereof. State ARA does not encourage any advance payment and payment will be made after delivery and successful installation.



5. Delivery Terms and Liquidated Damages/Punitive deduction:

The Selected bidder shall deliver and install all the batteries and repair the online UPS at the delivery location as per specification above within 7 days after award of contract. For delays, the applicable rate is 0.5% per week and the maximum deduction is 5% of the contract price.

6. Validity Of Quotation:

Quotation shall remain valid for a period not less than 60 days after the deadline date specified for submission.

7. Evaluation of Quotations:

Admissions Regulating Authority will evaluate and compare the quotations determined to be substantially responsive i.e. which are properly signed; and conform to terms and conditions, and Specifications.

8. Award of Contract:

- a. Admissions Regulating Authority will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
- b. Notwithstanding the above, Admissions Regulating Authority reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
- c. The bidder whose bid is accepted will be notified of the award of contract by State ARA to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

9. Payment Terms:

- a. 100% Payment will be released after the bidder submits the delivery challan duly signed & stamped and installation
- b. The advance payment will not be made under any circumstances. Further, the payment of the supplies will be made after execution of the complete order.
- c. Penalty or penal interest will not be paid due to delay in payment on account of unavoidable circumstances.
- d. TDS on bill amount will be deducted as per government rules.

We agree to abide by all the terms and conditions of rate contract mentioned in this tender document.

Place:

Date:



Signature of bidder
(With Stamp, Name & Designation)

APPENDIX-II
Quotation for the supply offer for SMF Batteries and Repair of 1 Online EH-10KVA
(DELTA) UPS at Admissions Regulating Authority, Mumbai

I/we,is offering the prices for tender floated by the Admissions Regulating Authority, 9th Floor, New Excelsior Building, A.K. Nayak Marg, Fort, Mumbai – 400 001 (Maharashtra) for the purchase of new SMF UPS batteries is as below.

Sr. No.	Details of Items	Quantity	Price per unit (Rs.)	GST and Other Taxes Payble (Rs.)	Total price with GST Amount (Rs.)
1.	Offer for new batteries Supply and Installation of				
	26AH/12V SMF Battery (Brand_____)	60			
	Interlinks, Installation				
	Any other Charges & Taxes				
	UPS Stand	01			
	Battery Stand	01			
	Discount, if any				
	GST				
Total-(1) (Rs.)					
2.	Repair of One 10KVA Online UPS (Make-EMERSON)	01			
3.	Standby UPS Rental Charges	01			
	Any other Charges (2+3)				
	GST				
4. Total-(2)+(3) (Rs.)					
Grand Total In (1)+(4) (Rs.)					

We agree to supply the above quantity of items & repair the Online UPS in accordance with the specifications for the amount against each item as shown in the price schedule, within the period specified in the Invitation for Quotations. We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery or collusive agreements with competitors.

Place:
Date:



Signature of bidder
(With Stamp, Name & Designation)

**APPENDIX-I
BIDDER'S DETAIL**

1.	Name of the Party/Company with correspondence address, Phone No. Mobile No., email address.	:	
2.	Details of the authorized person (Name, designation, address) with Telephone/Mobile Number, e-mail		
3.	Bank detail (Bank Name, Branch Address, Account No., Type of Account (Current/ Savings), MICR No, IFSC Code.		
4.	Validity of authorization in case of authorized dealer (Attach authorization certificates)		
5.	PAN Card No. (Attach PAN card copy)	:	
6.	GST No. (Attach GST certificate)	:	

Place:
Date:

Signature of bidder
(With Stamp, Name & Designation)



APPENDIX-III

CHECKLIST

Sr. No.	Document / Certificate
1	Tender Fee: Demand draft of Rs. 1000/- (Non-Refundable).
2	EMD: Demand draft of Rs. 5000/- (Refundable).
3	Terms and conditions duly signed on each page
5	Appendix-I (Dully filled quotation)
6	Appendix-II (Bidders details)
7	Appendix-III (Check list)
8	Appendix-IV (Forwarding Letter)
9	PAN card
10	GST certificate
11	Manufacturer certificate/Authorization Certificate
12	Information literature

Note: All the above documents are mandatory; missing of any may be lead to rejection of the tender.

DECLARATION

I/We solemnly declare that I/we have submitted all the documents mentioned here above and mentioned in the tender. It is verified that all the certificates / permissions/ documents are valid and current as on date and have not been withdrawn / cancelled by the issuing authority.

I/We further undertake to produce on demand the original certificate / permission / document for verification at any stage during the processing of the tender.

I/We also understand that non-compliance of any documents will be treated as non-respective tender and we will lose our claim to participate in the Tender Enquiry automatically and our tender will be liable to reject.

Name of the Firm:

Place:

Date:

Signature of bidder
(With Stamp, Name & Designation)



Appendix-IV
(Forwarding letter)

No.
Place:
Date:

From:

To,
Secretary,
Admissions Regulating Authority,
8th Floor, New Excelsior
Building, A.K.Nayak Marg, Fort,
Mumbai-400 001

Subject: Submission of Quotation for purchase of UPS Battery and Repair EH-10KVA (DELTA) Online UPS.

Reference: Tender notice (No. Quotation/Estate/Battery/ /2024-25) published in website.

Sir,

I/We hereby submit the offer (duly filled) in response to the NIQ for purchase of batteries in accordance with the terms and conditions of such supply and declare as under:

I/We hereby offer to supply to Admissions Regulating Authority, 9th Floor, New Excelsior, Building, A.K.Nayak Marg, Fort, Mumbai in accordance with the terms and conditions, attached herewith.

I/We enclose herewith Tender Fee and EMD in favor of “**THE SECRETARY, ADMISSIONS REGULATING AUTHORITY**” drawn on Bank of Maharashtra, Mumbai with following details.

Particulars	Amount (Rs.)	Amount in Words	DD No. and Date
Tender Fee	1000	Rs. One thousand only	
EMD	5000	Rs. Five thousand only	

I/We carefully read and understood and agree to abide by the said terms and conditions set in the tender document hereto annexed and the description of the items.

I/We agree that in case of dispute, if any, the decision of **competent authority** shall be final and binding upon me/us.



Signature of bidder
(with Stamp, Name and Designation)

Appendix-V

**ADMISSIONS REGULATING AUTHORITY (ARA),
9th Floor, New Excelsior Building,
A.K. NAYAK MARG,
FORT
Mumbai-400 001**

DECLARATION
(to be filed bidder Letterhead)

Date:

This is to certify that I / We have no close relative as an employee of the Admissions Regulating Authority, Mumbai (close relatives means: Father, Mother, Brother, Sister, Son, Daughter and Spouse) nor any such close relatives are associated with us as proprietor/partner/share holder/director and like.

Signature of the bidder

Address:

Official seal with date



Appendix-VI

ADMISSIONS REGULATING AUTHORITY, MS, MUMBAI (ARA),
9th Floor, New Excelsior Building,
A.K. NAYAK MARG,
FORT
Mumbai-400 001

NIQ No. – No. Quotation/Estate/Battery/ /2024-25

D E C L A R A T I O N

We, do hereby accept the General Terms and Conditions as provided by the Admissions Regulating Authority, Mumbai along with tender documents for ***Purchase of UPS Batteries 12V/26AH SMF and Repair of 10KVA UPS at Admissions Regulating Authority, Mumbai*** and also undertake to execute the work strictly as per the specifications of ARA, Mumbai as provided along with the tender documents in the event of placement of any Purchase Order on us. Admissions Regulating Authority, Mumbai shall be at liberty to cancel the order in full or in part and forfeit the Earnest Money Deposit or Security Deposit retained with them in the event of failure of any of the declaration made by us.



Signature of the bidder / Constituted Attorney

(With date and Official Seal)