

**SUPREME COURT OF INDIA**  
**ADMN. MATERIALS (P&S)**

F.No.1/Inverter CAMC/2025/SCI(AM)  
New Delhi, dated the 10.10.2025

Last date for Submission of Tender : **01.11.2025 upto 11:00 AM**

**NOTICE INVITING TENDER**  
**FOR COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT OF INVERTERS**  
**ALONG WITH BATTERIES AND CONSUMABLES FOR A PERIOD OF TWO YEARS**

1. Supreme Court of India, an apex Judicial Body under the Constitution of India, intends to enter into Comprehensive Annual Maintenance Contract (CAMC) in respect of following types of Inverters along with batteries provided at the Residential offices of the Hon'ble the Chief Justice of India and other Hon'ble Judges, for a period of two years. The tenderers are required to quote their competitive rates for CAMC/replacement of batteries/consumable parts as per the list attached herewith as Annexure-'B'. For this purpose, **Online Bids through CPPP** are, therefore, invited from the reputed firms based in Delhi region only, for providing smooth services and avoiding inconvenience to Hon'ble Judges & their family members.

S. No.	Type of Inverters	No. of Inverters
01	800/850/900/1000 VA approx.  (Single Battery System)	107
02	1400/1500/1650/1700 VA approx.  (Double Battery System)	51

**Manual bids shall not be accepted under any circumstances. The offer submitted by fax / e-mail shall not be considered. No correspondence will be entertained in this matter.**  
The tenderers are, therefore, required to quote rates online through BoQ, as per the details given at Annexure-'B'.

## 2. DOCUMENTS DOWNLOAD

2.1 Tender documents may be downloaded from CPPP site <https://eprocure.gov.in/eprocure/app> (for applying) and Supreme Court of India website <https://main.sci.gov.in/tender> (for reference only) as per the schedule as given in Critical Date Sheet as under:

<b><u>CRITICAL DATE SHEET</u></b>		
<b><u>Stage</u></b>	<b><u>Date</u></b>	<b><u>Time</u></b>
Published Date	10.10.2025	03:00 PM
Bid Document Download Start Date	10.10.2025	03:30 PM
Clarification Start Date	10.10.2025	03:30 PM
Clarification End Date	15.10.2025	03:30 PM
Bid Submission Start Date	18.10.2025	10:00 AM
Bid Submission End Date	01.11.2025	11:00 AM
Bid Opening Date	03.11.2025	11:30 AM

**Note :** In case the date of Submission / Opening of tender is declared as a Public Holiday, the tenders will be opened on the next working day at the same time.

2.2 Not more than one tender shall be submitted by one Bidder or Bidders having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e., when one or more partner(s)/director(s) are common) allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.

2.3 Tenderer **shall not tamper / modify the tender form in any manner**. In case if the same is found to be tampered / modified in any manner, tender will be summarily rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with the Registry for a specified period as deemed fit.

2.4 Bidders are advised to visit websites of Supreme Court of India <https://main.sci.gov.in/tender> and CPPP <https://eprocure.gov.in/eprocure/app> regularly to keep themselves updated about any change / modifications, in the tender, if any. **No individual correspondence shall be entertained in this regard.**

2.5 The tenderers are required to quote their competitive rate as per details given at **Annexure-'B'** through online BoQ only. Tenders once submitted will not be allowed to be withdrawn.

### **(A) ELIGIBILITY CRITERIA**

3. The eligibility criteria for the Prospective Tenderer which need to be complied with the technical bid and will form part of Technical Evaluation is as follows :
- a) Bidders must have valid GST Registration Certificate. A copy of the same should be enclosed with the Technical Bid.
  - b) Bidders must possess valid PAN Card. A copy of the same should be enclosed with the Technical Bid.
  - c) The bidder must have an office in Delhi, to support the services to be rendered to Hon'ble Judges as the same are required on urgent basis generally.
  - d) The bidder should provide atleast one Work Order / Contract Order from prestigious institutions, Government organizations, PSU or Autonomouos Bodies which should be uploaded with the Bid.

**Note :** The Tenderer will be evaluated based on meeting the tender criteria viz., Submission of EMD / experience / accepting the terms and conditions etc. and shall normally be awarded to the lowest evaluated quotationer whose bid would found to be responsive and who is eligible and qualified to perform the contract satisfactorily.

### **(B) BID SUBMISSION**

4. Bids shall be submitted online on CPP portal only in two parts, i.e., Technical Bid (including scanned copy of EMD/MSME Certificate / Empanelment Letter/ Experience etc.) and **Price Bid**

**in the form of online BoQ only.**

5. All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading.

6. The bidders/ tenderers are required to submit Earnest Money Deposit (EMD), if applicable, as tabulated below in the form of Demand Draft (DD) drawn in favour of “The Registrar (Admn.), ‘Supreme Court of India’ payable at New Delhi”, in a separate sealed envelope/ cover (superscribing the title of this NIT and EMD, if applicable). The sealed envelope/cover containing EMD, if applicable, shall be addressed to Deputy Registrar (AM), Supreme Court of India, New Delhi, so as to reach Registry’s R&I Counter No. 25 or 26 at Main Building, Supreme Court of India, New Delhi-110001, on or before Bid Submission End Date, by writing the name of the firm, telephone number and name of the title of the NIT on reverse side of the Demand Draft and **a signed/ stamped copy of the same has to be uploaded on CPP Portal.** No other form of EMD, if applicable, shall be accepted by the Registry. No interest will be payable on Earnest Money Deposit (EMD). If the firm is exempted from depositing the EMD, a certificate to this effect has to be submitted along with the tender document. All the tenderers which are received without earnest money/ Exemption Certificate will be rejected.

S.No	Item Description	Amount of EMD (in Rs.)
1.	CAMC of Inverters along with batteries	Rs. 14,000/-

Note: The EMD should be separately submitted with a covering letter mentioning therein the amount of EMD along with the name of item for which the tenderer is participating in compliance of the terms & conditions of tender, failing which the tender may not be considered.

7. Tenders not accompanied with the EMD/ exemption certificates is liable to be rejected. However, if the firm is exempted from depositing the EMD, a valid supporting document to this effect has to be submitted along with the tender document, as per Govt of India guidelines.

**PART –I: Technical Bid shall contain the following:**

S. No.	<b><u>Documents To Be Uploaded</u></b>  (All the documents must be sequentially numbered and uploaded in the below mentioned chronological order)
1.	Tender document signed and stamped (This complete document including Terms & Conditions and Other Instructions etc. <b>Excluding financial/ price bid</b> )
2.	Signed and stamped copy of duly filled <b><u>Technical Bid Proforma as per format at Annexure ‘A’</u></b>
3.	Signed/ Stamped Scanned copy of EMD / Exemption Certificate, as the case may be
4.	Signed/ Stamped copy of PAN Number
5.	Signed/ Stamped copy of GST Registration
6.	Signed/ Stamped copy of Audited Accounts Statement of annual turnover for last three financial years (i.e., 2022-23, 2023-24, 2024-25)
7.	Signed/ Stamped Work Order/ Proof in support of proof of running/previous contract with Government organizations, PSU or Autonomous bodies
8.	Signed and stamped copy of <b><u>Undertaking/ Declaration as per format at Annexure ‘C’</u></b> on the letter head of the bidding firm.
9.	Signed/ Stamped copy of duly filled Check List of Documents to be uploaded
10.	Address Proof for domicile in Delhi
<p>Bid documents may be scanned with <b>100 dpi with black and white option</b> which helps in reducing size of the scanned document.</p> <p>Tenderer can merge all above documents into single pdf file. Financial bids only be submitted online in form of BoQ and no financial bid will be accepted in physical form.</p>	

8. Earnest Money Deposit of the unsuccessful tenderers would be returned by way of RTGS/ NEFT or cheque after the contract has been finally awarded to the successful tenderer and no interest will be payable on EMD.

**PART –II: Price Bid contain the following:**

(i) The Price Bid shall contain only schedule of rates duly filled in as per BoQ. NO stipulation, deviation, terms & conditions, presumptions etc. is permissible in price part of the bid. The Registry shall not take any cognizance of any such conditions and may at its descretion reject such price bid.

(ii) Bidders shall submit the tender online on CPPP on or before the due date and time of the bid submission. Tender submitted by any other form (fax / email / courier / post / hard copy) will be summarily rejected.

**9. Every page must be signed and stamped by the authorized official of the bidder/tenderer firm, failing which, it is liable to be rejected and shall not be considered further.**

**(D) GENERAL TERMS AND CONDITIONS**

10. The tenderers are required to quote their competitive rates for CAMC and replacement of batteries/consumable parts of Inverters for a period of 2 years. Tenders once submitted will not be allowed to be withdrawn.

11. The tenderer shall not be entitled during the said period to revoke or cancel its tender or to vary the tender or any terms thereof.

12. The tenderers are expected to examine all the instructions, terms & conditions and specifications as mentioned in the tender documents carefully. Failing to furnish all information required as per the tender document, in any respect will be at the tenderer's risk and will result in rejection of the tender.

13. Certified translated copy of supporting documents should be uploaded in English, in case of documents available in Regional / Vernacular language.

14. Those Technical bids which are found to be in order, i.e., satisfying all the stipulated conditions herein shall be short – listed and financial bids of only such short listed bidders will be

opened. The bidder not fulfilling eligibility conditions of the tender will not be considered under any circumstances.

15. The Registry will deal with the tenderer directly and no middlemen / agents / commissionagents etc. should be asked by the tenderer to represent their cause and they will not be entertained by the Registry. The tender form is non transferable and the agency shall not be permitted to transfer their rights and obligations to any other person / organization or otherwise.

16. The Tenderer shall have registered firm /workshop in Delhi region only, for providing smooth services and avoiding inconvenience to Hon'ble Judges & their family members.

17. In case of more than one L-1 bid emerging, decision of Competent Authority in this respect is final thereof.

18. The Registry is neither bound to accept the rates submitted by the tenderers or bidders nor does it undertake to assign any reason for its decision in this matter.

19. The Registry, in its discretion, reserves the right to make any change, at any time, in the terms and conditions of the Notice Inviting Tender and reject or accept any or all of the tenders, partly or completely, at any time without assigning any reason thereof.

20. The decision of the Registry will be final and conclusive and binding on the bidder and the Registry takes no responsibility for any delay whatsoever for submission of tender after the last date and time given in the schedule.

21. The rates should be valid for a minimum period of 90 days from the date of opening of tenders. The tenderers shall not be entitled during the said period to revoke or cancel its tender or to vary the tender or any terms thereof.

22. The bidders / tenderers shall give an undertaking (**as per Annexure 'C'**) that the Firm / Partners / Director / Proprietor has not been blacklisted and their business dealings with Central / State Government / Public Sector Units / Autonomous Bodies have not been banned / terminated on the account of poor performance.

23. Each tenderer has to certify that all the terms and conditions are acceptable to him. The Earnest Money Deposit shall stand forfeited in case of breach of any of the conditions mentioned herein.

24. The Registry reserves the right to seek clarification or verification of any information supplied by the bidder.

25. Hypothetical or conditional tenders will not be entertained. Tender once submitted shall not be allowed to be withdrawn or altered. In the event of tender being withdrawn / altered/ Hypothetical or conditional tenders, the tenderer may be debarred to participate in the tender process of the Supreme Court of India in future and shall not be considered.

26. Access to the office premises shall be restricted solely to the authorized personnel of the successful tenderer. Personnel shall refrain from engaging in any private work within the premises outside their designated duties.

27. All costs associated with materials, equipment, labour, and transportation shall be the exclusive responsibility of the successful tenderer.

28. The Registry shall have the discretion to withdraw the contract at any time without any notice and without assigning any reason thereof.

29. Bids will be opened online as per date / time mentioned in the “Critical Date Sheet”, in the presence of willing or interested parties.

30. Rates quoted in the tender will remain unchanged during the contractual period. Under no circumstances, rate revision will be allowed during the currency of the Rate Contract.

31. The tenderer should submit proof of domicile in Delhi along with address of the office.

32. **Tenderers who quote lowest price in aggregate in all the categories as detailed in online BoQ will be considered as L-1.**

33. Tenderers are required to quote the rates only with respect to the items as mentioned in the Proforma. Tenders for any other specifications of items shall not be considered at all. No claim in



this regard shall be entertained by the Registry and the decision of the Registry shall be final. The price will be quoted on the CPPP portal and shall be final in all respects.

34. The Registry has the absolute right to accept or reject any or all offers, adjourn, postpone or cancel the tender. In case a single bid is received for the tender, it may be deemed to be a case of lack of competition. In this regard, decision of Registry shall be final.

35. The tender must be received not later than the date and time specified for submitting the same. In case the date of submitting the tender will be declared as holiday, then the next working day of the Registry will be treated as due date of the Tender.

36. During the subsistence of contract, in case of breach of any condition or deficiency in service, the Registry shall have a right to terminate the contract and to entrust the work to another contractor. The loss, if any, sustained by the Registry on that account shall be recovered from the tenderer.

37. The tenderer should have a **well established workshop/ infrastructure/ manpower** and possess experience including working with the Government Offices so that quality of services may be ascertained, if required.

38. Periodical servicing has to be carried out once in three months for all the Inverters covered under CMC. During the course of servicing, the tenderer should service the unit with proper care, thorough check-up and checking the output performance etc.

39. The repair work will be required to be done at different intervals during the Contractual Period as and when required. Rates quoted shall include costs of commuting and no separate traveling charges shall be admissible.

40. The payment of AMC will be made on quarterly/half yearly basis on the basis of the satisfactory report (with name, designation and emp. code) of the concerned officer.

41. The successful tenderer would take up any **reported fault within two hours even at odd hours and during holidays and shall rectify the fault**. The repairs would be carried out on-site itself. If for some reason, it is not possible to carry out the necessary repair at the place where the item is installed, prior permission in writing shall be taken before taking the item to the workshop

of the tenderer. However, in case the item is not likely to be repaired within 4 hours the firm would provide a standby for the same till the faulty item is repaired and same will be charged as per approved rates.

42. The tenderer shall maintain the equipment as per OEM/manufacturer's guidelines and shall use only standard/ compatible/ equivalent components for replacement. The original specifications/ characteristics/ features of the item shall not be changed without prior intimation to the Supreme Court of India.

43. If the work is found unsatisfactory or the visit of skilled worker to the worksite is not regular, the contract will be terminated by the Registry at any time without assigning any reason thereof. The decision of the Registry in this regard shall be final and binding on the firm.

44. Periodical servicing has to be carried out once in three months for all the inverters covered under CAMC. During the course of servicing, the tenderer should service the inverters with proper care, thoroughly check-up, checking output performance etc.

45. Non-performance of the quarterly maintenance on time schedule will be treated as a pending complaint by the Registry and will be dealt with accordingly for applicable penalties.

46. Any loss or damage caused to any of the Registry's item by the successful tenderer while doing/performing the job shall be recovered from the successful tenderer and the decision of the Registry in this regard shall be final and unassailable.

47. The tenderer shall provide full details of the person/electrician deployed for such job. Police verification of the deputed person with no criminal record and with ID proof shall also be carried out by the contractor and record be maintained to this effect and further shall be verified from time to time.

48. The firm/contractor shall be responsible for any injury or accident to the person/electrician deployed by them.

49. The Registry shall have no liability, financial or otherwise, for any harm/damage/injury incurred to the personnel deployed by the successful tenderer in the course of performing the work

of this Registry. Neither the Contractor nor his workers shall have any claim on this Registry for compensation or financial assistance on this account.

50. The successful tenderer will have to abide by the terms and conditions at all times as may be fixed from time to time by the Registry.

51. The work executed by the firm should be to the satisfaction of the concerned Officer where work will be executed. If the same is not found satisfactory, the firm will have to do the job again at its own cost. The decision of the concerned Officer and of the Registry in this regard will be final & unassailable and binding on the tenderer.

52. Rates quoted shall include costs of commuting, delivery and no separate travelling charges shall be admissible.

53. The response time during the warranty /CAMC period would not exceed two hours from the time of breakdown is reported to the successful bidder

54. The comprehensive maintenance includes preventive maintenance/quarterly regular services of Inverters alongwith batteries and/or replacement of any items necessary for keeping the inventory of the Registry active and free from any defects/disturbance and also on any unscheduled call for corrective and maintenance services, taking appropriate measures/steps on time to set right the malfunctioning of the items.

55. Registry can extend present CAMC contract for a period of one year after completion of two years, based on satisfactory performance and approval of Competent Authority.

56. Tenderer may please note that cost of “standby Inverter” and “standby battery” as asked for at **Annexure -'B'** is related to one time lump-sum contract payment for service which include complaint registration/management, change of spare part or complete inverter/battery with OEM by the CAMC service provider and same may not be considered as per day basis payment or cost of providing new inverter/battery.

**(E) SCHEDULE OF PRICE BID IN THE FORM OF BOQ InverterCAMC.xls**

57. The Financial Proposal/Commercial bid format at “**Annexure-B**” is provided as BOQ\_InverterCAMC.xls along with this tender document at the websites. Bidders are advised to download this BOQ\_InverterCAMC.xls as it is and quote their offer/rates in the permitted column and upload the same in the commercial bid.

1. The rates shall be quoted in Indian Rupee only.
2. In case of any discrepancy/difference in the amounts indicated in figures and words the amount in words will prevail and will be considered.

58. The payment will be made only after full supply is received and accepted as per approved samples/specifications. No part payment or advance payment will be made on receipt of pre-receipted bill invoice from the successful bidder.

**(F) PAYMENT TERMS**

59. The payment will be made only after full supply is received and accepted as per approved samples/specifications. No part payment or advance payment will be made on receipt of pre-receipted bill invoice from the successful bidder.

60. Penalty, if any, shall be deducted from any of the outstanding payment due to the tenderer.

61. Statutory deductions shall be made as per applicable rules.

**(G) PERFORMANCE SECURITY DEPOSIT**

62. The successful tenderer shall have to deposit performance security @ 3% of estimated contract value, valid for a period in excess of 2 months of expiry of CAMC period. The amount of performance security so to be deposited by the successful tenderer(s) will be intimated by the Registry in the Rate Contract letter. The said performance security amount has to be deposited by the successful tenderer(s) within one week from the receipt of the Rate Contract letter of the Registry. The said performance security is to be deposited by way of Bank Guarantee / Demand

Draft drawn in favour of “The Registrar (Admn.), Supreme Court of India, New Delhi”. The security amount will be released after 60 days of the successful completion of the contractual period or payment of the last bill, whichever is later.

63. The performance security deposit shall stand forfeited in case of breach of any of the conditions mentioned therein.

#### **(I) PENALTIES / LIQUIDATED DAMAGES**

64. Since time is the essence of the tender, the service/supply of the items as per the required specifications shall be required to be made **within stipulated time** in the Registry (F.O.R. Destination) from the date of Supply Order, failing which the Security Deposit may be forfeited along with any other action, as may be deemed appropriate, by the Registry. Non-availability of raw material shall not be accepted as a ground for delay in supply and shall equally be penalised.

65. If delivery/service is not made within the specified date and time and the Registry is required to make purchase from other dealer(s), the tenderer will be liable to make good the loss in case of higher payments as compared to approved rates and in that case performance security amount deposited by the tenderer shall stand forfeited. In addition, the Registry also reserves the right to recover loss upto the amount of Performance Security in case the quality of the supplied items is low or in case of deficiency of service.

66. Irrespective of the fact as to whether or not the Registry makes purchases from outside, the Registry may impose penalty upto 1% per week subject to maximum penalty of 10% of the total cost for delayed delivery.

67. The Earnest Money / Performance Security deposit shall stand forfeited in case of breach of any of the conditions mentioned herein and if the supply of the items is found unsatisfactory.

68. The Registry reserves the right to terminate the contract at any time during the subsistence of contract, in case of breach of any conditions or deficiency in service, and to entrust the work to another dealer/vender and to recover the loss, if any sustained by the Registry from the tenderer.

69. The successful bidder shall ensure 98% response time per year. This amounts to total maximum downtime of 7 days per year. Also un-serviceability must not exceed 2 days at any given time. Total downtime will be calculated at the end of the year. If downtime exceeds permitted limit, Liquidated Damages/termination clause may be resorted to as per the merit of the case, to be decided by the Registry and binding upon the successful bidder.

**(J) TRANSFER & SUB-LETTING**

70. The firm / bidder has no right to give, bargain, sell, assign or sublet or otherwise dispose of the contract or any part thereof, as well as to give or to let a third part take benefit or advance of the present Contract or any part thereof.

**(K) RELATIONSHIP OF PARTIES**

71. Since both the parties are independent entities, under no circumstance will the employees of the successful bidder / tenderer be deemed the employees of the Supreme court of India Registry. The contract shall, therefore, not grant any authority to the successful bidder / tenderer to act for Supreme Court of India Registry in any capacity on its behalf.

**(L) CONFIDENTIALITY OF CONTRACT**

72. The successful bidder/ tenderer shall ensure that the specific terms and conditions of the contract will also be treated as confidential information and that no disclosures will be made in any form without the prior written consent of the Supreme Court of India Registry, except (i) As required by applicable disclosure law; (ii) To accountants, Banks, Financing Sources, lawyers, etc., subject to a duty not to disclose to others or (iii) in connection with the enforcement of this contract.

**(M) JURISDICTION**

73. Since the contract shall be governed by and interpreted under, the laws of the Republic of India and Courts at Delhi shall have exclusive jurisdiction to try, entertain and decide the matters arising out of and in relation to the Contract. All disputes and differences are, however, subject to

the jurisdiction of the courts situated in Delhi.

#### **(N) ARBITRATION**

74. In the event of any dispute or difference or disagreement between the parties in respect of any matter relating to or arising out of the Agreement/ Contract, the parties shall endeavor to resolve amicably any such disagreement or dispute by direct informal negotiation.

75. If the parties fail to resolve such a dispute or difference or disagreement by mutual consultation within twenty eight (28) days from the commencement of such consultation, either party may require that the dispute be referred for resolution to the Competent Authority.

#### **(O) FORCE MAJEURE**

76. In case the successful bidder/ tenderer is unable to fulfill the obligation under the contract owing to Force Majeure situation like war, fire, earthquake, floods, embargoes, act of terrorism etc., which are beyond the control of the parties, the successful bidder/ tenderer shall promptly notify Supreme Court Registry in writing of such condition and cause thereof. Unless otherwise directed by Supreme Court of India Registry in writing, the successful bidder/ tenderer shall continue to perform its obligations under the contract as far as it is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

77. In case of any doubt / clarification, the parties may contact Branch Officer, Admn. Material (Purchase & Stores) at Telephone No. 011- 23115941 or vide email at [boamsupremecourt.sc@nic.in](mailto:boamsupremecourt.sc@nic.in) for any further information before quoting the rates. For entry pass preparation, the visitor may login to Suswagatam Portal at <http://suswagatam.sci.gov.in/public/Index.aspx> for making photo entry passes before visiting the Registry. Name of the Officer – Shri Kailash Chandra, Branch Officer (AM), and only two (02) representative(s) will be allowed for each firm.

sd  
(Padma Sundar)  
Deputy Registrar (AM)

**Encls.: Annexures 'A' to 'D'**

NOTE :- Registry shall remain closed w.e.f. 20.10.2025 to 25.10.2025 on account of Diwali Holidays.



**NOTICE INVITING TENDER FOR COMPREHENSIVE MAINTENANCE CONTRACT  
OF INVERTERS ALONG WITH BATTERIES AND CONSUMABLES FOR A PERIOD  
OF TWO YEARS**

<b><u>PROFORMA TO BE FILLED BY THE BIDDER/ TENDERER</u></b>		
1.	Name of the Bidding Company/ Firm	
2.	Name of Owner(s)/ Partner(s)/ Director(s)/ Proprietor(s) (as applicable)	
3.	Full Particulars of Office in Delhi	
	(a) Complete Official Address	
	(b) Telephone/ Mobile No.	
	(c) Fax No.	
	(d) Official Email Address	
4.	Name of the Contact Person with Telephone/Mobile No./E-Mail ID	
5.	Registration Details: <b>(Signed and Stamped Copy to be uploaded)</b>	
	(1) PAN No.	
	(2) GST Registration No.	
6.	*Details of Earnest Money Deposit (Issuing Bank & Dated)	DD No & Date: Issuing Bank Name: Branch Name: Amount: Valid upto:

7.	Bank details for refund of EMD, if applicable:	Bank Name: Branch Name: Account No. IFSC :			
8.	Details of Financial Statement, Profit and Loss Statement During Last 3 (three) Years				
	Sr. No.	Financial Year	Income (in Rs.)	Expenditure (in Rs.)	Net Profit/ Loss (in Rs.)
	(1)	2021-2022			
	(2)	2022-2023			
	(3)	2023-2024			
9.	Details of Past Experience of Work Executed, Satisfactory Certificate, Work Orders etc.				
10.	Whether all the terms & conditions of NIT are acceptable :		Yes / No		

\*If the firm is exempted from depositing the EMD, a certificate to this effect has to be submitted along with the tender document. Tenders not accompanied with the EMD/ exemption certificates is liable to be rejected.

(Signature of the Bidder, with Official Seal)

**NOTICE INVITING TENDER FOR COMPREHENSIVE MAINTENANCE CONTRACT OF  
INVERTERS ALONG WITH BATTERIES AND CONSUMABLES  
FOR A PERIOD OF TWO YEARS**

**Financial Bid**

**SCHEDULE OF PRICE BID IN THE FORM OF  
BOQ\_InverterCAMC.xls**

The below mentioned Financial Proposal/Commercial bid format is provided as BOQ\_InverterCAMC.xls along with this tender document at the websites viz. <https://eprocure.gov.in/eprocure/app> and <https://www.sci.gov.in/notice-category/tenders/> Bidders shall not tamper/modify downloaded tender along with price bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with the Supreme Court of India.

This sheet is for reference only, tenderers are required to fill online BoQ to submit their financial bid, which contains rates excluding GST basis, Details of Items :-

**a) Rates regarding CMC, battery replacement and other consumables :-**

S No.	Type of Inverter	No. of Inverters
1.	CMC charges for 800/850/900/1000 VA approx. (Single Battery System)	107
2.	CMC charges for 1400/1500/1650/1700 VA approx. (Double Battery System)	51
3.	Battery replacement under buy back scheme with make & Warrantty	As per requirement at residential office of Hon'ble Judge
4.	Battery lead (Wire) [ISI Mark]	As per requirement at residential office of Hon'ble Judge
5.	Three Pin Plug	As per requirement at residential office of

	[ISI Mark]	Hon'ble Judge
6.	Socket (15 AMP) [ISI Mark]	As per requirement at residential office of Hon'ble Judge

**b) Rates of other items :-**

S. No.	Discription of item	Details	
		800/850/900/1000 VA approx. <b>(Single Battery System)</b>	1400/1500/1650/1700 VA approx. <b>(Double Battery System)</b>
01	Cost of Standby Inverter		
02	Cost of Wiring with material per meter		
03	Cost of Trolley (for batteries)		
04	Cost of shifting and reinstallation of inverters along with batteries		
05	Cost of Standby battery		

**Note: all the rates as quoted above in BoQ uploaded in CPPP is excluding GST**

**UNDERTAKING**

1. I/ we \_\_\_\_\_ (Proprietor/ Partner/ Director/ Authorized Signatory) am/ are competent to sign this undertaking and execute this tender document.
2. I/we have carefully read and understood all the terms and conditions of the tender and hereby convey my/ our acceptance of the same.
3. I \_\_\_\_\_ submit \_\_\_\_\_ the \_\_\_\_\_ Price \_\_\_\_\_ Bid \_\_\_\_\_ for \_\_\_\_\_  
\_\_\_\_\_ and related activities as envisaged in the Bid document.
4. The information/ documents furnished along with the tender are true and authentic to the best of my/ our knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of the tender at any stage besides liabilities towards prosecution under appropriate law.
5. I/we have apprised myself/ourselves fully about the job to be done during the currency of period of agreement and also acknowledge to bear the consequences of non-performance or deficiencies in services on my part.
6. I/We undertake that (Name of the Bidder/ Tenderer Firm \_\_\_\_\_) has not been indicted for any criminal, fraudulent or anti-competition activity and not been blacklisted/banned/terminated by any Central/State Government/ Public Sector Units/ Autonomous Bodies on account poor performance.
7. I offer to work at the rates as indicated in the price Bid, for a period of two years.

Date :

Place :

Signature of the authorized/  
signatory of the firm/company  
organization/official stamp/seal

**Instructions for Online Bid Submission**

**(Department User may attach this Document as an Annexure in their Tender Document which provides complete Instructions for on line Bid submission for Bidders)**

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

**REGISTRATION**

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Online bidder Enrollment” on the CPP Portal which is free of charge.
- 2) As part of the enrollment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

## **SEARCHING FOR TENDER DOCUMENTS**

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS /email in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

## **PREPARATION OF BIDS**

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

**Note:** My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

### **SUBMISSION OF BIDS**

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document at Annexure ‘F’. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured



Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

9) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bidsummary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

#### **ASSISTANCE TO BIDDERS**

1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

**BID CHECKLIST**

**Bidder is required to fill-up this checklist and enclose alongwith the envelope containing the  
Earnest Money**

S.No.	Item Description	Yes/No	Bid Reference	Remarks
1.	Earnest Money in Original (if applicable)/ relevant certificate Enclosed alongwith Bid Checklist		F.No.1/Inverter CAMC/2025/SCI (AM)	---
2.	General Proforma- <b>Annexure 'A'</b>		F.No.1/Inverter CAMC/2025/SCI (AM)	---
3.	Undertaking - <b>Annexure 'C'</b>		F.No.1/Inverter CAMC/2025/SCI (AM)	---