



INFORMATION KERALA MISSION
Public Office Complex, Museum, Public Office PO,
Thiruvananthapuram, Kerala 695033

Quotation Notice

for

Supply and Installation of 2KVA Online UPS and Batteries

Information Kerala Mission, Public Office, Thiruvanthapuram

Quotation No & Date: 103-P1-2025-IKM, Dated 15/01/2025

Description: Supply and Installation of 2KVA Online UPS and Batteries

Due Date: 20/01/2025 at 02.00 PM

Date of Opening: 20/01/2025 at 03.00 PM

Venue of Opening: Information Kerala Mission,
Public Office Complex, Museum,
Public Office PO,
Thiruvananthapuram, Kerala - 695 003

Sealed quotations are invited from the authorized Dealers/ Suppliers/Sellers of 2KVA Online UPS and batteries for IKM Head Quarters at Public Office, Trivandrum.

Yours sincerely

Dr. Santhosh Babu I.A.S (Rtd)
Principal Secretary/
Chief Mission Director & Executive Director (i/c)

Scope of Work

This scope outlines the requirements for the supply, installation, testing, and commissioning of 2KVA Online UPS and batteries at IKM Head Quarters, Public Office, Trivandrum.

Installation and Testing

1. The supplier shall install the UPS and batteries at the designated location.
2. The supplier shall provide UPS output to the required spot.
2. The supplier shall conduct thorough testing to ensure that the equipment is functioning as specified.
3. The supplier shall provide training to IKM Head Quarters personnel on the operation and maintenance of the equipment.

Commissioning and Handover

1. The supplier shall commission the UPS and batteries to ensure that they are working in accordance with the specifications.
2. The supplier shall hand over the equipment to IKM Head Quarters personnel.

Warranty and Support

1. The supplier shall provide a minimum 2-year warranty for the UPS and batteries.
2. The supplier shall provide adequate after-sales support, including repair and replacement of defective parts.

Eligibility Criteria

1. Bidder should be an authorized dealer of UPS and batteries
2. Bidder should have minimum 3 years' experience in UPS sales and services
3. Bidder should have office and support persons in Thiruvananthapuram for support purpose

Terms & Conditions

1. The sealed quotations are to be submitted in prescribed format on your business letter head duly stamped and signed and dated.
2. Each quotation shall submit the offer in two separate sealed envelopes, Part A & Part

B. Envelop No. 1 (mark the envelope as “No.1 Part A - Technical Bid”), Envelop No. 2 will contain only Part ‘B’ (mark the Envelope as “No.2 Part B - Financial Bid”). Both the sealed envelopes bearing No. 1 and 2 are to be put in the main envelop i.e. Envelop No.3.

3. The sealed quotation duly superscribed, “Supply and Installation of 2KVA Online UPS and Batteries”, should be addressed by name to The Executive Director, Information Kerala Mission and sent at the IKM’s address given below either by registered post/speed post/or by dropping in the tender box placed at IKM Headquarter & should reach on or before the last date and time.

Address :

The Executive Director,
Information Kerala Mission,
Public Office Complex, Museum,
Public Office PO,
Thiruvananthapuram, Kerala 695033

4. Quotations received after the stipulated date and time shall not be entertained. IKM shall not be liable for any postal delays whatsoever and quotation received after the stipulated time/date are liable to be rejected summarily without giving any reason.
5. The Technical Bid shall be opened on the scheduled time at the office of the IKM in the presence those tenderer(s) who wish to be present. No separate communication will be sent in this regard. In the event of due date being a closed holiday or declared Holiday for the State Government offices, the due date for opening of the bids will be the following working day at the appointed date, time & venue.
6. Prices quoted should be FOR IKM premises Headquarters at Thiruvananthapuram and should be inclusive of all charges.
7. The IKM reserves the right to accept or reject any or all quotations including the lowest quotation/s without assigning any reason at its sole discretion and the decision of IKM will be final and binding on all concerned.
8. The payment terms are 10 days for 100% payment upon successful completion as per specification, scope and acceptance of the supplied material
9. For any technical details/clarifications, Procurement and Stores Officer on telephone No. 04712773100, may be contacted.

Technical Specification of UPS & Batteries

UPS	Type	Online UPS
	Capacity	2 KVA
	Warranty	Minimum 2 Years
	Preferred make	Microtek/ APC
Battery	Type	Sealed Maintenance-Free (SMF) batteries
	Capacity	Compatible with 2KVA UPS
	Backup Time	Minimum 2 Hrs
	Quantity	42AH x 6 Nos.
	Warranty	Minimum 2 Years
	Preferred make	Exide / Amaron



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PART A. TECHNICAL BID

1.	Name and complete address of the Tendered Company	
2.	Tele/Fax/E-mail/Cell No. of the Tendered Company	
3.	Contact person's name & designation and telephone No.	
4.	Details of registered office, if any, along with contact person's name and tele. No.	
5.	Legal status i.e. public / private limited / any other along with documentary evidence.	
8.	GST registration number along with documentary evidence.	

Technical Specification of UPS & Batteries			
Required specification			Details of quoted item should be mentioned by vendor
UPS	Type	Online UPS	
	Capacity	2 KVA	
	Warranty	Minimum 2 Years	
	Preferred make	Microtek/ APC	
Battery	Type	Sealed Maintenance-Free (SMF)	
	Capacity	Compatible with 2KVA UPS	
	Backup Time	Minimum 2 Hrs	
	Quantity	42AH x 6 Nos.	
	Warranty	Minimum 2 Years	
	Preferred make	Exide / Amaron	

Date

Name and Signature of
Bidder with Corporate Seal



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PART B. FINANCIAL BID

<i>Item</i>	<i>Rate INR</i>	<i>Tax amount INR</i>	<i>Total amount INR including Tax</i>
Supply and installation of 2KVA Online UPS and Batteries			
Total Rs			

The quoted amount should be inclusive of all taxes and delivery

Date

Name and Signature of Bidder
with Corporate Seal