

Prathama Bank,  
Head Office,  
Ramganga Vihar Phase-II  
Moradabad (U.P.)



Tender Document

Tender Reference Number: PBHO/PMD/ 02/Solar Power  
Systems/2014-15

*for*

Supply, Installation & Commissioning

of

Solar Power Solutions at Branches in, our area of operation

## INDEX

<b>Sr. No.</b>	<b>Particulars</b>	<b>Page No.</b>
01.	Invitation for Tender Offers	03
02.	Instructions to vendors	04-07
03.	Terms and conditions of the tender	09-13
04.	General Instructions to the Vendor	14-15
05.	Annexure A- Pre- Qualification Bid	16-18
06.	Annexure B- Technical Offer	19-24
07.	Annexure C-Commercial Offer	25
08.	Annexure D- Post-warranty comprehensive AMC Schedule	25
09.	Annexure E- Letter of Authorization to Bid	26
10.	Annexure F- Format of Bank- Guarantee for Performance Guarantee	27-30

## Invitation for tender offers

Prathama Bank invites sealed tender offers (prequalification, technical and commercial offer) from eligible, reputed and interested MNRE approved Module manufacturers or their authorized system Integrator for supply, installation & commissioning of Solar Power Solution at their branches in Moradabad, Amroha, Rampur & Sambhal districts in Uttar Pradesh under our area of operation.

A complete set of tender document may be down loaded by the eligible tenderer from the website [www.Prathamabank.org](http://www.Prathamabank.org)

The copy of tender document may be obtained from Head Office of Prathama Bank on all working days in person with in office hours.

The details are given below:

<b>Tender Reference</b>	<b>PBHO/ PMD/02/ Solar Power Systems/2014-15</b>
<b>Bid For</b>	Supply, installation & Commissioning of 40 Solar Power Solutions
<b>Date of commencement of Tender document</b>	09.07.2014
<b>Last Date and Time for receipts of Tender offers</b>	07.08.2014 up to 2:00 pm.
<b>Address for Tender submission.</b>	Prathama Bank, Head Office, Ram Ganga Vihar, Phase-II, Moradabad – 244001 (UP)
<b>Date &amp; time of opening of Pre-Qualification Bid</b>	07/08/2014 at 3:00 P.M.
<b>Date &amp; time of opening of Technical Bid</b>	08/08/2014 at 10:30 A.M.
<b>Venue of Opening of Tender</b>	Prathama Bank, Head Office, Ram Ganga Vihar, Phase-II, Moradabad(UP)
<b>Email address</b>	prathamabank@yahoo.in
<b>Contact Number</b>	0591-2455178
<b>Cost of Tender Document</b>	Rs. 1000.00 (Rupees One Thousand Only) non refundable by Local Cheque / Demand Draft in favor of “Prathama Bank” payable at Moradabad (U.P.) . In case the tender is down loaded from website, the amount should be Submitted along with the prequalification Bid.
<b>Earnest Money Deposit (EMD)</b>	Rs. 6,60,000 (Rupees Six Lacs Sixty Thousand Only) by Bank Guarantee / Demand Draft from a Scheduled Bank in favour of “Prathama Bank” payable at Moradabad (U.P.) . The EMD should be Submitted along with the prequalification Bid.

**N Sekar**  
**General Manager**

# INSTRUCTIONS TO VENDORS

## 1.Scope of work:

Supply installation & commissioning of **40 nos.** Solar Power Generating System providing 230 Volts, +3% Pure Sine Wave 50Hz AC Power for running of Computers, Printers, Scanners, CFL's and Wall Fans for minimum of 8 hours daily operations with back up facility of 3 days (NO SUN Autonomy). Capacities of the solar power generating system will minimum 5.0 KW each for our different branches.

The Battery bank should be designed to provide load energy requirement for minimum of 3 days in the event of No Sunshine / cloudy conditions (No Sun Autonomy).

## 2. Three Bid System Tender

Prathama Bank intends to purchase and install 40 Solar Power Solutions at our various branches. The details of the required items are given in this tender. Offers (Prequalification, Technical & commercial) must be submitted at the same time, giving full particulars in **separate sealed envelopes** at the Bank's address **on or before the last date & time mentioned above**. All envelopes should be securely sealed and stamped.

**All the envelopes must be super scribed with the following information:**

Type of Offer (Prequalification, Technical & Commercial)  
Tender Reference Number  
Due Date  
Name of Vendor  
Name & Telephone No. of contact person

### 2.1 ENVELOPE I (Prequalification offer)

The prequalification offer should be in line with the prequalification criterion (**Annexure A**) stated in the Tender document. All documents as asked for to be submitted for verification of qualification. Non compliance of any of the criteria as asked will result in to rejection of the offer.

### 2.2 ENVELOPE II (Technical Offer)

The Technical Offer should be complete in all respects and contain all information asked for, except prices. The Technical Offer should include all items asked for in **Annexure B**. The technical offer **should not contain any price information**. The Technical offer with any price information any where is liable to be rejected. The Technical Offer should be complete to indicate that all products and services asked for are quoted.

### 2.3 ENVELOPE III (Commercial Offer)

The Commercial Offer should give all relevant price information as per **Annexure - C** and should not contradict the Technical offer in any manner.

These three envelopes containing the Prequalification, Technical and Commercial Offer should be **separately** submitted. Please note that if single envelope is found to contain Prequalification, technical and commercial offer, then that offer will be rejected outright.

### **3. Terms and Conditions**

Terms and conditions for vendors who participate in the tender are specified in the section called “Terms and Conditions”. These terms and conditions will be binding on all the vendors. These terms and conditions will also form a part of the purchase order, to be issued to the successful vendor (s) on the outcome of the tender process.

### **4. Offer Validity Period**

The offer should hold good for a period of 90 days from the date of placement of purchase order..

### **5. Address for Communication**

Offers should be submitted at the address given below .

**General Manager  
PMD Department  
Prathama Bank, Head Office  
Ramgangavihar phase- 2,  
Moradabad -244 001 (UP)**

### **6. Placement of Purchase Order**

Purchase Order will be placed on the Lowest Bidder [L1] among the technically accepted offers. It is absolutely essential for the vendors to quote the best & firm price at the time of making the offer in their own interest , as Prathama Bank will not enter into price negotiations except with lowest quoted vendor whose offer is found to be fully compliant. Bank will determine L1,,L2, L3 on the basis of the Lowest price (cost of systems , AMC charges for 5 years at present, Value applying discount rate @ 10.25%).

The bank also reserves the right to split the order at the sole discretion of the Bank between L1& L2 in the ratio 60% & 40% respectively provided L2 match the price of L1. In case L2 bidder does not match the price with L1 bidder , under the RFP the Bank has an option to make an offer to L3 bidder so on and so forth .

### **7. Performance Guarantee/Earnest Money Deposit**

Successful Bidder will have to submit a performance Bank Guarantee of 10% of order value within ten days of getting LOI from bank.

The successful Bidder's EMD will be discharged and returned upon the Bidder signing the contract & furnishing the Performance Security. Unsuccessful Bidder's EMD will be discharged or returned as promptly as possible, but not later than 30 days after the expiration of the period of bid validity .

The EMD may be forfeited:

- (i) If a bidder withdraws its bid during the period of bid validity; or

- (ii) In case of a successful Bidder, if the Bidder fails:  
To sign the Contract within the stipulated time: or  
To furnish Performance Security within the stipulated time and valid till the end of warranty period.

## **8. Preliminary Scrutiny**

Prathama Bank will scrutinize the offers to determine whether they are complete, whether any errors have been made in the offer, whether required technical and other required documentation has been furnished, whether the documents have been properly signed, and whether items are quoted as per the schedule.

## **9. Clarification of Offers**

To assist in the scrutiny, evaluation and comparison of offers, Prathama Bank may, at its discretion, ask some or all vendors for clarification of their offer. The request for such clarifications and the response will necessarily be in writing.

## **10. Documentation**

The following information should be furnished along with the technical offer by means of printed technical brochures as per check list provided.

- Make and model numbers of all the items quoted for.
- Specifications of all items asked along with technical specifications table.

## **11. Submission of Prequalification offer.**

It is mandatory to provide all information as asked for against the Prequalification offer/Minimum & other eligibility conditions & required EMD. The technical and commercial offer of the bidder who does not qualify as per prequalification offer/eligibility conditions will not be opened and hence will be summarily rejected.

## **12. Submission of Technical Details**

It is mandatory to provide the technical details in the exact format of **Technical Details** given in the technical specifications. *The offer may not be evaluated by Prathama Bank* in case of non adherence to the format or partial submission of technical details as per the format given in the tender. Prathama Bank will not allow / permit changes in the product once it is submitted. The relevant product information, brand and model number offered, printed product brochure, technical specification sheets etc. should be submitted along with the offer. Failure to submit his information along with the offer could result in disqualification.

## **13. Make and Models of the Equipment**

It is mandatory to provide make & model of all equipment and their subcomponents as asked in the technical specification. The offer may not be evaluated and /or will be liable for rejection in case of non submission or partial submission of make & model of the items offered. Please note that substituting this information by just brand name is not enough.

#### **14. The format suggested for submission of Prequalification offer is as follows:**

- Covering letter
- Prequalification offer with all document as given in **Annexure A**
- Letter of Authorisation in **Annexure-E**
- Cost of tender document in the form of local cheque / DD in favour of Prathama Bank payable at Moradabad, for bidders who has downloaded the tender document from the website.
- EMD for **Rs. 6,60,000** in form of BG / DD/FDR in favour of Prathama Bank payable at Moradabad.

#### **15. Format for Technical Offer**

The Technical Offer must be made in an organized, structured and neat manner. Brochures / leaflets should be submitted as bound document and not in a loose form.

The suggested format for submission of Technical Offer is as follows:

1. Covering Letter.
2. Technical Offer with Specifications as given in **Annexure B**

Term No	Short Description of term	Complied (Yes / No)	Detailed explanation about deviation, if not complied
1	Technical inspection and performance Evaluation		

3. Warranty and AMC details to be quoted separately.
4. Delivery and Implementation schedule.
5. Technical Documentation (Product Brochures, Leaflets, Manuals etc.). An index of technical documentation submitted with the offer must be enclosed.
6. Details of past installations.

#### **16. Format for Commercial Offer**

The Commercial Offer must not contradict the Technical Offer in any way. The suggested format for submission of Commercial Offer is as follows:

- Covering Letter
- The Commercial Offer should quote the price of the solutions as per **Annexure C**

#### **17. Alternative Offers**

Each offer should specify only a single solution, which is cost effective and meets the tender specifications and should not include any alternatives.

#### **18. Costs & Currency**

18.1 The offer must be in fixed price basis in Indian Rupees only, including the following:

- Basic Cost of the equipment.
- Installation Charges, if any,
- Minimum of 5 (five) year comprehensive on site warranty covering all parts & labour. This period will start from the date of installation and acceptance of all the goods by Prathama Bank.
- Transportation and Forwarding Charges, if any to the site.
- Insurance to cover equipment upto installation and acceptance of equipment by Prathama Bank at site.
- Charges for Post warranty AMC for 5 years to be quoted separately.
- **All costs should be given in Figures and Words.**

18.2 The offer shall be inclusive all applicable taxes.

18.3 No price variation relating to increases in Customs Duty, Excise Tax, Currency variation etc. will be permitted.

## **19. Unacceptable Quality of Items purchased.**

The vendor should not substitute any internal components or sub systems of Solar Solutions by similar items from different manufacturers, without adequate justification that is acceptable to Prathama Bank.

## **20. Insurance:**

The insurance shall be for an amount equal to 110% of the CIF value of the goods delivered at the respective branches covering all risks (fire, burglary, SRCC, natural calamities such as earth quake, flood etc) for a period covering the transit period and also minimum 4 months from the date of delivery at the location addition to the transit period.



## Terms and Conditions of the Tender

### 1. Technical Inspection and Performance Evaluation

Prathama Bank reserves its right to carry out a technical inspection and performance evaluation (bench marking) of complete system in a factory test environment. For this purpose, our personnel may have to visit the factory site, which shall be provided at the Vendor's cost.

### 2. Payment Terms

*Prathama Bank will make payment as follows:*

Sr. No.	Payment due on	Percentage of amount to be paid	Remarks
1	Against Delivery of all Equipments ordered	70%	70% of the order value will be paid on delivery of all equipment ordered, by Head Office against acknowledge delivery challans.
2	Against installation and acceptance by the Bank	30%	30% of the order value will be paid on completion of installation of Solar Power unit.

### 3. Delivery and Installation

3.1 The Vendor shall be responsible for delivery and installation of the equipment ordered at all the sites and for making them fully operational at no additional charge within **eight weeks from the date of the respective work orders or five weeks from the date of Pre Dispatch Inspection whichever is earlier.**

3.2 If the vendor fails to deliver and / or install all the equipment ordered within the stipulated time schedule or by the date extended by Prathama Bank, then the decision taken by the bank for such failure shall be final.

3.3 Appropriate insurance to cover the equipment for the transit period is to be taken by the vendor. At the discretion of Prathama Bank, there will be an acceptance test conducted by the vendor in presence of Prathama Bank officials and or its nominated consultants after installation of complete equipment. In case of discrepancy in items supplied, Prathama Bank may cancel the entire purchase order and return the equipment back to the vendor at vendor's costs and risks.

### 4. Completeness of Installation

The vendor has to install the Solar Power Unit. The installation will be deemed as incomplete if any component of the items supplied, batteries etc, or any documentation/ media is not delivered or is delivered but not installed and / or not operational or not acceptable to

Prathama Bank after acceptance testing / examination.

In such an event, the supply & installation will be termed as incomplete and It will not be accepted and warranty period will not commence. The entire site will be accepted after complete installation of equipment and satisfactory working of the entire equipment for a minimum period of one week.

## **5. Order Cancellation**

Prathama Bank reserves its right to cancel the order in the event of one or more of the following situations:

- Delay in delivery and installation beyond 08 weeks from the date of respective work order.
- Discrepancy in Solar Power Units noticed during installation.

## **6. Acceptance Tests**

At the discretion of Prathama Bank, acceptance test will be conducted by the vendor at the site in the presence of the officials of Prathama Bank and /or its nominated consultants. The tests would check for trouble free operation of the complete system apart from physical verification and testing. There shall not be any additional charges payable by Prathama Bank for carrying out this acceptance test .Prathama Bank will take over the system on successful completion of the above acceptance test.

## **7. Manuals**

The Vendor will have to supply all necessary documentation for training use and handling of the Solar system. This will include atleast , one set of original copies per installation of the use manuals ,reference manuals, operational manuals and system management manuals

## **8. Warranty**

- a) The Supplier warrants that the Goods supplied under the Contract are new, unused and shall have no defect arising from design, materials or workmanship.
- b) This warranty shall remain valid for a minimum period of 60 (Sixty) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract, or for minimum period of 60 (Sixty) months after the date of delivery, whichever period concludes earlier.
- c) Within Ten (10) days of the receipt of format of notification of award from the Purchaser, the successful Bidder shall furnish the *performance security (BG) for 10% (ten percent) of the contract value for the warranty period plus 3 months grace period in the format prescribed-Annexure-F.*

Vendor shall be fully responsible for the manufacturer's warranty in respect of proper design, quality and workmanship of all equipment, accessories etc. covered by the tender. Vendor must warrant all equipment, accessories, spare parts etc. against any manufacturing defects during the warranty period. During the warranty period, vendor shall maintain the systems

and repair/replace at the installed site all defective components at no charge to Prathama Bank.

## **9. Annual Maintenance Charges**

The Annual Maintenance Cost on Systems (Excluding Batteries) shall be paid in advance in equal yearly installments within thirty days of receipt of claim at the start of each year, after completion of warranty/ maintenance obligations of the previous year, at the rates quoted, on receipt of a Bank Guarantee for 10% of the cost of the equipment (excluding Annual Maintenance Cost), valid for a period of 5 years from the date of completion of free warranty period - with 3 months grace period. The Bank Guarantee submitted towards performance guarantee taken during warranty period will be released only after receipt of the above. Non-submission of AMC Bank Guarantee at least 15 days before the expiry of Performance Bank Guarantee will be sufficient reason for invoking the performance guarantee. No separate AMC Agreement needs to be executed. However, all the systems shall be properly maintained irrespective of Non-claiming/Non-renewal of AMC by the vendor in time. *If BG is not submitted within stipulated time, a penalty at the rate of 0.50% of the cost of the systems per week subject to a maximum of 5% of the Total Basic Cost of the Equipment/s (Excluding AMC Charges) will be levied.*

Annual Maintenance cost for five years quoted by the vendor will be added to the total cost quoted for evaluation purpose. If the AMC rate per annum is less than 5% of the basic cost of the system or free warranty period is more than 5 years, AMC per annum value of 5% of the basic cost, discounted at 10.25% rate or free warranty of 5 years will be considered for the purpose of evaluating L1 status. However, the actual payment will be made only at the rates quoted. All the above information will be used in computing the competitive cost of the Quotation.

The vendor should quote separately for annual comprehensive maintenance at site (for Solar Power Solutions) from the date of expiry of the warranty period for a period of further 05 years. The same is available with commercial offer/Price schedule under **Annexure-C**

## **10. Spare parts**

Vendor will make the spare parts for the systems available for a minimum period of Five years from the time of acceptance of the system. Thereafter, vendor will give at least Six months notice prior to discontinuation of support services, so that Prathama Bank may order its requirements of the spares, if it so desires. If any of the peripherals, etc. are not available or difficult to procure or the procurement is likely to be delayed for replacement if required, the replacement shall be carried out with state of the art technology equipment of equivalent capacity or higher capacity at no additional charges to Prathama Bank.

## **11. Penalty for Delay**

**Liquidated Damages:** For any delay in installation and commissioning beyond the period mentioned as above, the Bank reserves the right to charge a LD (Liquidated Damages) at the rate of 1% of the cost of the systems per week subject to a maximum of 2% of the Total Basic Cost of the Equipment/s (Excluding AMC Charges). *If the items delivered could not be installed for reasons attributable to the Bank, the same should be recorded and submitted to our office.*

## **12. Penalty for Downtime**

Any equipment that is reported to be down on a given date should be either fully repaired or replaced by temporary substitute (of equivalent configuration) within 24 hours excluding holiday. However, the downtime should not exceed 48 hours for remote/rural locations. The reporting will be through a telephonic message or any other mode viz. email, fax as Prathama Bank may decide.

In case vendor fails to meet the above standards of maintenance, there will be a **penalty of Rs. 500 per day** subject to a maximum of 2% of the order value for the units affected:

The temporary substitute machine or equipment should be replaced by the original machine or equipment duly repaired within a week's time, failing which the above penalty will be imposed for the number of days exceeding 30 days.

## **14. Indemnity**

Vendor shall indemnify, protect and save Prathama Bank against all claims, losses, costs, damages, expenses, action suits and other proceeding, resulting from infringement of any patent, trademarks, copyrights etc. or such other statutory infringements in respect of all the equipment etc. supplied by him.

## **15. Guarantees**

Vendor should guarantee that the systems delivered to Prathama Bank are brand new, including all components. All the units must be supplied with their original and complete printed documentation.

**16. Resolution of Disputes:** All disputes and differences of any kind whatsoever arising out of or in connection with the purchase order shall be referred to arbitration. The arbitrator may be appointed by both the parties or in case of disagreement each party may appoint an arbitrator and such arbitrators shall appoint an Umpire before entering on the reference. The decision of the Umpire shall be final. Such arbitration to be governed by the provisions of Indian Arbitration and Conciliation Act 1996, at Moradabad

Notwithstanding anything contained herein above, in case of any dispute, claim and legal action arising out of this RFP, the parties shall be subject to the jurisdiction of courts at Moradabad, India only.

**17. Standards:** All standards to be followed should adhere to the guidelines set by MNRE (Ministry of New and Renewable energy), Govt. of India, or Bureau of Indian Standards (BIS) specifications.

**18.** Bank reserves the right to reject this invitation to offer in part or full, or cancel the entire procurement process at any stage without assigning any reason

## **19. FORCE MAJEURE:**

The vendor shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that it's delay in performance or other failure to perform its obligations under the contract is the result of an event of force Majeure. For purposes of this Clause, "Force Majeure" means an event beyond the control of the vendor not involving the Vendor's fault or negligence and not foreseeable. Such events may include, but are not limited to, Acts of God or of public enemy, acts of Government of India in their sovereign capacity, acts of war, and acts of the Bank either in fires, floods, strikes, lock-outs and freight embargoes. If a Force Majeure situation arises, the Vendor shall promptly notify the Bank in writing of such conditions and the cause thereof immediately. Unless otherwise directed by the Bank in writing, the Vendor shall continue to perform it's 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. In such a case, the time for performance shall be extended by a period(s) not less than the duration of such delay. If the duration of delay continues beyond a period of three months, the Bank and the Vendor shall hold consultations with each other in an endeavor to find a solution to the problem. Notwithstanding the above, the decision of the Bank shall be final and binding on the Bidder

### **Disclaimer:**

This RFP is not an offer by Prathama Bank, but an invitation to receive response from vendors. No contractual obligation whatsoever shall arise from the RFP process unless and until a formal contract is signed and executed by duly authorised officers of Prathama Bank with the vendors

## **General Instructions to vendors:**

### **1. Non transferable Tender**

This tender document is not transferable. Only the vendor, who has purchased this tender, is entitled to quote.

### **2. Credentials**

The Prequalification offer must contain the credentials of the vendor, which should clearly indicate that the vendor is eligible by all means to participate in the tendering process. The responsibility to prove the eligibility of the vendor to participate in the tendering process is on the vendor itself.

### **3. Erasures or Alterations**

The offer should be neatly typed and no handwritten addition/alterations should be there. Such additions/alterations will make the offer ineligible. Technical details must be completely filled up. Correct technical information of the product being offered must be filled in. Filling up of the information using terms such as “OK”, “accepted”, “noted”, “as given in brochure/manual” is not acceptable. Prathama Bank may treat offers not adhering to these guidelines as unacceptable.

### **4. Location**

This tender is being floated by the General Manager, PMD Department, Prathama Bank, Head Office, Moradabd .The Solar Power Units and other items being procured through this tender shall be installed by the vendor at identified branches/offices of Prathama Bank after getting the order of the Prathama Bank. Bank reserves right to make changes in the location ,if necessary.

### **5. Right to Alter Quantities**

Prathama Bank reserves the right to alter the quantities specified in the tenders.

### **6. Repeat Orders**

Prathama Bank reserves the right to place a repeat order on the vendor under the same terms and conditions within the validity period of the offer.

### **7. Carbon Credit**

The successful bidder should assist the Bank in getting the Carbon Credits.

### **8. Clarifications by the Bidders , if any.**

The bidders shall give in writing the points on which clarifications are required by them, sufficiently in advance. Clarifications/ details furnished by the Bank in writing alone shall be binding and shall form part of the tender document.

Clarifications are to be requested by prospective bidders in the following format in word document in softcopy through e-mail [pbhopmd@yahoo.in](mailto:pbhopmd@yahoo.in) and the hardcopy through the courier/hand delivery, at least 3 days before the date of last date of Tender Submission.

Sl. No	RFP Clause No/page No	RFP term	Bidders Request for following Clarifications
1			

**Changes if any made in the tender conditions, consequent to the pre-bid meeting will be informed to the bidders participated in the pre-bid meeting besides uploading the corrigendum in Bank's website. However, newspaper advertisement notifying the corrigendum will not be published. Hence the Bidders/Vendors shall visit/see the Bank's website for changes made, if any, in the tender document.**

**Annexure – A**  
**(PRE QUALIFICATION BID)**

**BIO-DATA OF CONTRACTING AGENCY**

**NOTE:- All information provided here below shall be supplied with proper /valid documents or certificates.**

<b>1.Name of the firm:</b>	
Address :	
Telephone No.:	
Office :	
Mobile :	
Fax :	
Email :	
<b>2.a)Whether proprietary/partnership/:</b>	
Pvt. Ltd. / Public Ltd (certificate of registration /partnership deed to been closed as Annexure-I).	
<b>b) Name of the Contact Person with Address and contact No.:</b>	
<b>c)Year of establishment:</b>	
<b>3.Registration with Tax Authorities:</b>	
i) Income tax (PAN)No.:	
ii) Service tax no.:	
iii) EPF Regn.No.:	
iv) ESI Regn.No.:	
v) TIN/VAT No.:	

(copies of certificates of registration with relevant authorities to been closed as per above 3 ( i) to 3(v)

**4. Names of the Bankers with address & telephone numbers:**

- 1.
- 2.



**5. Details of similar work executed :**

<b>Type of work</b>	<b>Name of the customer/organization for which work has been executed</b>	<b>Location</b>	<b>Value</b>	<b>Date of commencement</b>	<b>Date of completion</b>

**Minimum Eligibility conditions:**

- i) The bidder should be an Indian Manufacturer of Cells and Modules.
- ii) The bidder should have a minimum turnover of 25 Crores for the last two financial years.
- iii) Bidder should have service support facilities in all the operational districts of the bank. If the bidder shall provide service through its any authorized Service centers then his name and authorization letter is to be enclosed with the bid.
- iv) The bidder should have registration in UP-VAT
- v) The bidder should be a channel partner of MNRE as per latest list issued by MNRE of rating SP1A.
- vi) The bidder should have experience in supplying Solar Power Plants to any Nationalized Bank or RRB across the country.

**Other Eligibility conditions**

The “Financial bids” of only those bidders shall be opened, who qualify in “ Minimum Eligibility Conditions” as above and score at least 75 points in “technical evaluation”. The points for the “technical evaluation” shall be assigned as under:

SI No	Details	Maximum Points	Points obtained by the bidder.
1	Bidder is having a experience in Supplying Power Plants in any Nationalised bank/RRB of 50% to 100% of Tender Value in past 5 Years.	10	
	Bidder is having a experience in Supplying Power Plants in any Nationalised bank/RRB of more than 100% of Tender Value in past 5 years.	20	
2	Bidder is a Module Manufacturer of 10 MWp to 50MWp	5	
	Bidder is a Module Manufacturer of more than 50MWp	10	
3	Bidder is a cell manufacturing capacity of 5MWp to 10MWp	5	
	Bidder is a cell manufacturing capacity of more than 10MWp	10	
4	Bidder is ISO Certified with ISO 9001.	10	
	Bidder is ISO Certified with ISO 14001.	10	
5	Bidder has an experience in executing Power Plants of 50KWp to 200 KWp from any Govt/PSU deparatments.	5	
	Bidder has an experience in executing Power Plants more than 200 KWp from any Govt/PSU departments.	10	
6	Bidder has executed a single largest Order of value of 2 Crores	5	
	Bidder has executed a single largest Order of value upto 4 Crores	10	
7	Bidder has submitted a letter of Satisfactory Operation of its Power Plant being installed in any nationalised Bank/RRB. The letter should be issued after 1st April 2014. Any Letter from Prathma Bank will not be considered for evaluation under this point.	20	
	<b>TOTAL</b>	<b>100</b>	

### Delivery:

Delivery is to be done at the various locations of our branches of our operational area by the vendor.

## **ANNEXURE B**

### **Technical Offer**

#### **Technical Specifications of Solar Power Solutions**

##### **I. Solar PV MODULE**

1. Solar PV module array to be of high efficiency Solar Modules utilizing Crystalline Silicon (Multi/Mono crystalline) Solar PV cells. **Power output Guarantee offered for the SPV Module shall not be less than 10 years.** Individual Solar module rating should not be less than 80Wp @ STC. Each

Solar PV module offered should meet following Min. requirement.

Efficiency of cell, Eff,c 14%

Efficiency of module, Eff,m 12.5%

IV curve of each PV module with SI Nos. should be submitted along with Modules.

2. Solar PV Modules shall conform to **IEC 61215 Ed 2 with RFID on the module and IEC 61730 standard.**

**Following details to be provided:**

- Maximum Power, Pmax
- Open Circuit Voltage, Voc
- Short Circuit Current ,Isc
- Voltage at Max Power Vmp
- Current at Max power Imp
- Efficiency of cell, Ef, c
- Efficiency of module, Ef, m

**Company has to provide one RFID reader. There should be local arrangement to take the data from RFID reader. Authorized representative of Prathama Bank will check each and every module with RFID reader.**

3. Solar PV Module should conform to following **Mechanical requirement:**

- Toughened, low iron content, high transmissivity front glass.
- Anodized Aluminum Frame.
- Ethyl Vinyl Acetate (EVA) encapsulant.
- Silicon edge sealant around laminate.
- Tedlar / Polyester trilainate back surface.
- ABS plastic terminal box for the module output termination with gasket to prevent water moisture.
- Resistant to water, abrasion, hail impact, humidity & other environment factor for the worst situation at site.
- By pass diode.

**Type of Solar PV Modules offered should have proven Performance Track record in Indian climatic conditions.**

## II. Module mounting structure / Array

- Structure shall be designed for simple mechanical and electrical installation. It shall support SPV modules at a given orientation, absorb and transfer the mechanical loads to the ground properly.
- The mounting structure should be Galvanized & with anticorrosive paint.
- The array structure shall be so designed that it will occupy minimum space without sacrificing the output from SPV panels & shall withstand heavy winds. Support structure design and foundation or fixation mounting arrangements should withstand minimum horizontal wind speed of 140 kmps / hr (Design devalue shall be greater than 140 kms /hr).

## III. Array Junction Box:

- The junction boxes shall be dust vermin and water proof and made of FRP / Thermo Plastic with IP65 protection.
- The terminals shall be connected to copper bus bar arrangement of proper sizes.
- The junction boxes shall have suitable cable entry points fitted with cable glands of appropriate sizes for both incoming and outgoing cables.
- Suitable markings shall be provided on the bus bar for easy identification and cable ferrules shall be fitted at the cable termination points for identification.
- The rating of the JB's shall be suitable with adequate safety factor to interconnect the Solar PV array.
- Metal oxide arrestors shall be provided inside the Array Junction Boxes.

## IV. Battery Bank:

The battery Bank of the solar system should be Tubular Plate lead acid low maintenance type.  
**The Performance Warranty of the Battery Bank should not be less than 05Years.**

Main features of the battery.

- The batteries shall be 2V/12V **battery at C10 rate**
- Polypropylene/Hard Rubber Container
- Terminals: Of lead alloy, suitable for bolted connection.
- Vent Plugs: Micro porous, ceramic for minimizing electrolyte loss.
- Positive Plate: Tubular Type cast of highly corrosion resistant low antimony special alloy.
- Negative Plate: Flat plate with grids cast of corrosion resistant special alloy.
- Topping Up frequency: once in 8/10 months
- Very Low maintenance
- Recharge ability: at very low rates charging rates as low as 0.05% of the normal charging current.
- High charging efficiencies: Ah efficiency; In excess of 90%.
- Low rate of self discharge: less than 3% per month at 27°C.
- Capacity to sustain partial state of charge should withstand partial state of charge up to six months.
- Service life of minimum 8 -10 years under normal operating conditions.

**The Battery of reputed make (such as Exide/HBL) to be used shall be in the field along with a Solar PV system**

**V. Battery Rack:** A suitable battery rack with interconnections & end connector shall be provided to suitably house the batteries in the bank. Battery interconnecting links shall be provided for interconnecting in series and in parallel as needed. Connectors for inter cell connection (series/parallel) shall be maintenance free screws. Insulated terminal covers shall be provided.

**VI. PCU (Power Conditioning Unit)**

The power conditioning unit shall include charge controller, inverter and grid charger in one enclosure.

1)	Nominal DC Array Input Voltage	96 V DC
2)	Input DC Array Input Operating Voltage	80-176 V DC
3)	Solar Charge Controller Capacity	5 kWp
4)	Charger Type	MPPT Based Solar Charge Controller
5)	Battery Type	Lead Acid Flooded Electrolyte Tubular Plate Battery
6)	Solar Charge Controller efficiency	> 92%
7)	Inverter Type	Bidirectional
8)	Continuous Output Rating	5 kVA
9)	Output Wave Form	Sine Wave Output
10)	Total Harmonic Distortion	< 3%
11)	Output Voltage	230 V $\pm$ 1%
12)	Output Frequency	50 Hz. $\pm$ 0.5 Hz.
13)	Power Factor	0.8
14)	Inverter efficiency	> 90% at full load and nominal battery input voltage
15)	Regulation	Line regulation & Load regulation – 2 %
16)	AC Battery Charger Capacity	Minimum 100 % of Solar Charge Controller Capacity
17)	AC Battery Charger Input Voltage	230 V AC $\pm$ 15%, 50 Hz. Single Phase AC Input
18)	Overload Features	150% for 1 minute
19)	Control Type	Microprocessor based Control.
20)	Operation mode	PCU must be designed to work in 1. Stand Alone Mode

		2. Hybrid Mode 3. OFFLINE Mode
21)	Cooling	Forced Air cooling
22)	Operating temperature	0 - 508C
23)	Relative Humidity	95% Maximum
24)	Indications	Inverter ON Array ON  Inverter Overload  Battery Low  Grid ON Inverter under/over voltage Inverter Over Temperature
25)	Protections	Input over voltage frequency Short circuit Load surge current Under / over output voltage Battery Low trip polarity Blocking diode to prevent discharge of battery through solar array.  Low / high Input under voltage Over Current Over Temperature Battery reverse
26)	MCB's / MCCB's	Suitable rating MCB's / MCCB's of reputed make must be provided for Array, Battery & Load isolation.
27)	Manual bypass switch	To bypass grid power to load directly. Under this condition, solar charge controller shall continue to charge the battery at its full capacity as per requirement of battery.
28)	Assembly & Mounting	As per normal industry practice.
29)	Cable Entry	From rear, 200mm above ground level
30)	Potential Free Contact	Potential free contact must be provided for battery low pre alarm

## VII. Cables and accessories

All the cables shall be supplied conforming to IS 694 & shall be of 650 V / 1 .1 kV grade as per requirement .Only PVC Copper cables shall be used. The size of the cables between array interconnections, array to junction boxes, junction boxes to PCU etc shall be so selected to keep the voltage drop and losses to the minimum.

All installation accessories, which are required to install and successfully commission the power plant, are to be provided.

**VIII. Earthing and protection**The array structure of the System shall be grounded properly using adequate number of grounding kits. All metal casing /shielding of the plant shall be thoroughly grounded to ensure safety of the power plant. Earthing connection shall be provided by the Bank.

## IX. System Functioning

The system should be compatible with **Solar, Electric Power Supply & Diesel Generator** with Energy Management function. Priority should always be given to the Solar Energy. Depending upon specified battery state of charge, the system should intelligently decide whether mains supply is to be used or in case of situation so warrants, alarm for starting of back up generator should be generated.

The grid charging is switched on only when battery reaches a specified SOC/Volt (user defined) and stopped when battery has reached a specified SOC /Volt again, thus ensuring solar energy is fully utilized .i.e. ,after grid charging has stopped, solar will have to do the end charging. When Solar and mains are available and battery is fully charged, the load shall be supplied by solar energy.

When solar is not available but grid is available, AC mains will supply the load along with charging the battery bank .The set points should be freely programmable as per user requirement.

The Following features are essential:

- 1 The set points for Energy Management like Battery Voltage or battery SOC (state of Charge) to be Programmable as per user requirement.
- 2 The entire functioning is to be automatic without any user intervention required.

## XI. Scope of Work

This job involves by means of the enclosed specification, design, manufacture, supply, installation, commissioning of the Solar Power Generating System with 5 years warranty period. The warranty should cover all the equipment parts & labour.

## XII. After Sales Services:

The Vendor should ensure 5 (five) years On site after sales service free of cost during which include routine and preventive maintenance every quarter.

## XIII. AMC (Annual Maintenance Contract): -

The Vendor should quote rate of AMC after the completion of Warranty Period for another 05 years. AMC rate quoted shall be without batteries.

a). The present value of AMC cost offered for all three years of AMC shall be added to the price of the Hardware item offered, for the purpose of evaluation of Bid and arriving at L1,L2,L3 and so on. The present value of AMC component will be calculated as per the following formula :-

(This calculation will be done by the Bank based on AMC prices quoted by the Bidder.)

$$C/(1+R)^n$$

Where C is the annual amount of each year.

R at 10.25%

'n' is the no. of Years , i.e. 'n' is 1 for the 1<sup>st</sup> year, 2 for the 2<sup>nd</sup> Year.....5 for the 5<sup>th</sup> Year.

## XIV. Derivation of Lowest bid

Lowest bid will be arrived on Total Cost of the Ownership (TCO).

**TCO= Total Basic value + Installation Charges + Packing & forwarding Charges + Freight+ Insurance+ Post warranty maintenance charges for 05 years.**

Please note that AMC charges after expiry of warranty to be quoted separately failing which the bid will be summarily rejected.

**XV. Other Conditions**

Technical description for all components & electronics along with block diagram, Layout, drawing is to be submitted.

**Tender Offer Cover Letter**

Date:\_\_\_\_\_2014. Tender Reference No.:\_\_\_\_\_

To:

General Manager  
PMD Department  
Prathama bank  
Head office  
Ramganga vihar phase-2  
Moradabad (UP)

Dear Sir,

Having examined the tender documents including all annexure the receipt of which is here by duly acknowledged, we, the undersigned, offer to supply and deliver\_\_\_\_\_

(Description of equipment and Services) in conformity with the said tender documents in accordance with the Schedule of Prices attached in the commercial offer and made part of this tender.

If our tender offer is accepted, we undertake to commence delivery within \_\_\_\_\_(Number) days and to complete delivery, installation and commissioning of all the equipment including structured cabling as specified in the Contract with in \_\_\_\_\_(Number) days calculated from the date of receipt of your Notification of Award/Letter of Intent.

We agree to abide by this tender offer till 90 days from the closing date of tender and our offer shall remain binding upon us and may be accepted by the Bank any time before the expiration of that period.

Until a formal contract is prepared and executed, this tender offer, together with the Bank's written acceptance thereof and the Bank's notification of award, shall constitute a binding contract between us.

We understand that the Bank is not bound to accept the lowest or any offer the Bank may receive.

Dated this \_\_\_\_\_day of \_\_\_\_\_2014

Signature: \_\_\_\_\_

(in the Capacity of:)\_\_\_\_\_

Duly authorized to sign the tender offer for and on behalf of



**Annexure C**  
**Commercial Offer**  
**Price Schedule**

Sl. No.	Description	Quantity	Unit Price	Price in words
1	5.0 kWp Solar power System complete with solar moudule, mounting structure, battery bank with appropriate rack/stand, PCU and accessories as per technical specificatioins furnished in technical offer	01		
2	Freight & Delivery Charges			
3.	Installation Charges			
4	Transit insurance charges			
5	Sales Tax (VAT)			
	<b>Total cost</b>			

**Annexure-D**

**Post Warranty Comprehensive AMC Schedule**

Sl. No.	Year	Charges
1	I	
2	II	
3	III	
4	IV	
5	V	
6	Total	

ANNEXURE–E

**LETTER OF AUTHORISATION TO BID** No. .... Dated: / /2014  
The General Manager  
Prathama Bank,  
PMD, Head Office,  
Moradabad-244001

Dear Sir,

**Sub: Letter of Authorization to bid for Prathama Bank’s Solar Power Solutions Requirements**

We M/s ..... (Name and address of Module Manufacturer) hereby authorize M/s. .... (Name and Address of Authorized System Integrator), our Authorized System Integrator to submit their bid, called for vides the bank’s request for proposal reference no. Ref:

Warranty for the system provide by Authorized System Integrator will be given by Authorized System Integrator

Yours faithfully,

(NAME)

(Name of Module Manufacturer) Note:

*This letter of authority should be on the letterhead of Module Manufacturer on whose behalf the proposal is submitted and should be signed by a person competent and having the power of attorney to bind the Module Manufacturer l. It should be included by the Bidder in its bid.*

## Annexure F

### Format of Bank Guarantee for Performance Guarantee

(To be submitted on Non-judicial stamp paper of appropriate value purchased in the name of the issuing bank)

No. \_\_\_ Date \_

The Incumbent Incharge,  
Prathama Bank,

.....

Dear Sir

In consideration of your agreeing to accept the security deposit of Rs.....lakhs furnishable to you by Messrs \_ (hereinafter referred to as "the Supplier") in terms of their contract with you for supply, installation, testing, commissioning of .....

**5 KWA Solar Power Systems** for the Bank's Branches/offices at locations to be specified by the Bank, as per their Tender No. dated and General

conditions of Contract and other tender documents relating thereto subject to the conditions and alterations mutually agreed upon the set forth or referred to in your

Order/Contract No. \_\_\_\_\_ dated \_\_\_\_\_ in the form of guarantee from us in t

manner hereinafter contained, we - (Name of the Bank) do hereby covenant and agree with you as follows:

1. We undertake to indemnify you and keep you indemnified from time to time to the extent of Rs..... lakhs against any loss or damage caused to or suffered by or that may be caused to or suffered by you by reason of any breach or breaches on the part of the Supplier of any of the terms and conditions contained in the said Contract and in the event of the Supplier making any default or default in carrying out any of the work under the said Contract or otherwise in the observance and performance of any of the terms and conditions relating thereto in accordance with the true indent and meaning thereof, we shall forthwith on demand pay to you such sum or sums not exceeding in total the said sum of Rs. ....(amount) as may be claimed by you as your losses and/or damages, costs, charges or expenses by reason of such default on the part of the Supplier.

2. Notwithstanding anything to the contrary, your decision as to whether the Supplier has made any such default or defaults and the amount or amounts to which you are entitled by reasons thereof will be binding on us and we shall not be entitled to ask you to establish your claim or claims under this Guarantee but will pay the same forthwith on your demand without any protest or demur.

3. This guarantee shall continue and hold good until it is released by you on the application by the S u p p l i e r after expiry of the relative guarantee period of the said Contract and after the Supplier had discharged all his obligations un

the said Contract and produced a certificate of due completion of the work under the said contract and submitted a "No Demand Certificate", provided always that this guarantee shall in no event remain in force after ..... (date, 60 months from date of installation and commissioning of the machines) without prejudice to your claim or claims arisen and demanded from or otherwise notified to us in writing before the expiry of six months from the said date which will be enforceable against us notwithstanding that the same is or are enforced after the said date.

4. Should it be necessary to extend this guarantee on account of any reason whatsoever, we undertake to extend the period of this Guarantee on your request till such time as may be required by you. If you don't hear from us on such extension within 10 days of your demand, then it can be presumed that we have extended accordingly and your decision in this respect shall be final and binding on us.

5. You will have the fullest liberty without affecting this guarantee from time to time to vary any of the terms and conditions of the said contract or extend the time of performance of the Contractor or to postpone for any time or from time to time any of your rights or powers against the Contractor and either to enforce or forbear to enforce any of the terms and conditions of the said Contract and we shall not be released from our liability under this guarantee by the exercise of your liberty with reference to matters aforesaid or by reason of any time being given to the Contractor or any other forbearance, act or omission on your part or any indulgence by you to the Supplier or by any variation or modification of the said contract or any other act, matter or things whatsoever, which under the law relating to sureties would but for the provisions hereof have the effect of so releasing us from our liability hereunder provided always that nothing herein contained will enlarge our liability hereunder beyond the limit of R s ..... as aforesaid.

6. This guarantee shall not in any way be affected by your taking or varying or giving up any securities from the Supplier or any other person, firm or company on its behalf or by the winding up, dissolution, insolvency or death as the case may be, of the Supplier.

7. In order to give full effect to the guarantee herein contained you shall be entitled to act as if we were your principal debtors in respect of all your claims against the Contractor hereby guaranteed by us as aforesaid and we hereby expressly waive all our rights of suretyship and other rights, if any, which are in any way inconsistent with any of the provisions of this guarantee.

8. Subject to the maximum limit of our liability as aforesaid, this guarantee will cover all your claim or claims against the Supplier from time to time arising out of or in relation to the said contract and in respect of which your claim in writing is lodged on us before expiry of six months from the date of expiry of this guarantee.

9. Any notice by way of demand or otherwise hereunder may be sent by special courier, telex, fax or registered post to our local address as aforesaid and if sent by post, it shall be deemed to have been given when the same has been posted.

10. This guarantee and the powers and provisions herein contained are in addition to and not by way of limitation of or substitution for any other guarantee or guarantees heretofore given to you by us (whether jointly with others or alone) and now existing

uncancelled and that this guarantee is not intended to and shall not revoke or limit such guarantee or guarantees.

11. This guarantee shall not be affected by any change in the constitution of the Supplier or us nor shall it be affected by any change in your constitution or by any amalgamation or absorption thereof or therewith but will ensure to the benefit of and be available to and enforceable by the absorbing or amalgamated company or concern.

12. Any forbearance, act or omission on the part of the Bank in enforcing any of the conditions of the said tender or showing of any indulgence by the Bank to the Tenderer shall not discharge the Surety in any way and the obligations of the Surety under this guarantee shall be discharged only on the intimation thereof being given to the Surety by the Bank.

13. This guarantee is irrevocable during the period of its currency and shall not be revoked without your previous consent in writing.

14. We further agree and undertake to pay you without demur the amount demanded by you in writing notwithstanding any difference or dispute or controversy that may exist or arise between you and Supplier or any other person.

15. Notwithstanding anything contained herein before, our liability under this guarantee is restricted to Rs.... ..(Amount) and this guarantee would be valid up to .....(date, 60 months from date of installation and commissioning of machines plus six months grace period) and we shall be discharged from all liabilities hereunder unless a written claim for payment under this guarantee is lodged on us within one month from the date of expiry of guarantee i.e. on or before (date.....) irrespective of whether or not the original guarantee is returned to us..

16. We have power to issue this guarantee in your favour under the Memorandum and Articles of Association of our Bank and the undersigned has full power to execute this Guarantee under the Power of Attorney granted to him by the Bank.

SIGNED AND DELIVERED

(For & on behalf of the above named Bank) For & on behalf of (Banker's Name & Seal)

BRANCH MANAGER (Banker's Seal) Address \_\_\_\_\_

PERFORMANCE SECURITY FORM

To: Prathama Bank, Head Office, Ramganga Vihar II, Moradabad – 244001.

WHEREAS (Name of the Vendor) (hereinafter called "the Vendor") has undertaken, in pursuance of the Contract No. \_\_\_\_\_ dated \_\_\_\_\_ to supply (Description of Goods and Services) (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the said Contract that the Vendor shall furnish you with a Bank Guarantee by a recognised Bank for the sum specified therein as security for compliance with the Vendor's performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Vendor a Guarantee:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Vendor, up to a total of Rs. ##### (Amount of the Guarantee in words and figures) and we undertake to pay you, upon your first written demand declaring the Vendor to be in default under the Contract and without cavil or argument, any sum or sums within the limit of Rs. #####/-(Amount of Guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the-----.

\_\_\_\_\_  
Signature & Seal of Guarantors