



यू पी इलेक्ट्रॉनिक्स कारपोरेशन लिमिटेड  
U.P. Electronics Corporation Limited

(A UP GOVT. UNDERTAKING)

## Request for Proposal (RFP)

For

**SELECTION OF AGENCY FOR SUPPLY AND INSTALLATION  
OF OUTDOOR LIGHT EMITTING DIODE (LED) DISPLAY  
BOARDS IN LUCKNOW**

**Tender No: UPLC-HW-Outdoor LED TV-03/20-07-2013**

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## Table of Contents

Table of Contents .....	2
Section I - Invitation for Bids .....	6
1.1. Introduction of the Project.....	6
1.2. Issuer of the RFP .....	6
1.3. About the RFP Document.....	6
1.4. Key Events & Dates .....	7
1.5. Amendment of RFP Document.....	8
Section II- Qualification Criteria.....	10
Section III- Scope of Work .....	14
3.1. Bill of Material.....	14
3.2. Technical Specifications of 54 Square Meter outdoor LED .....	14
3.3. Scope of work .....	16
3.4. Post Delivery Inspection and Acceptance .....	17
3.5. Schedule.....	17
3.6. Insurance .....	18
3.7. Transportation .....	18
3.8. Final Acceptance sign off.....	18
Section IV - Service Level Agreement.....	20
4.1. Category of SLAs .....	20
4.1.1. LED Uptime.....	20
4.1.2. Repair & Replacement of LED.....	21
4.2. Penalties .....	21
4.3. Liquidated Damages .....	21
Section V- Instructions to Bidders .....	23
5.1. Consortium Criteria .....	23
5.2. Instructions to the Bidders .....	24
5.3. Procedure for Submission of Bids.....	25
5.4. Validation of interlineations in Bid .....	27
5.5. Site Visit.....	27
5.6. Language of Bids .....	27
5.7. Documents Comprising the Bids.....	27
5.8. Bid Prices.....	28
5.9. Firm Prices.....	28
5.10. Bid Currencies.....	29
5.11. Bidder Qualification .....	29
5.12. Bid Security (Earnest Money Deposit) .....	29
5.13. Bid Validity Period .....	29
5.14. Local/Site Conditions.....	30
5.15. Modification and Withdrawal of Bids .....	30

5.16.	Opening of Bids.....	30
5.16.1.	Opening of Technical Bid.....	30
5.16.2.	Evaluation of Qualification Bid .....	30
5.16.3.	Bids Not Considered For Evaluation .....	31
5.16.4.	Criteria for Evaluation and Comparison of Technical Bids .....	31
5.16.5.	Opening of Financial Bids.....	31
5.16.6.	Comparison of Financial Bids .....	32
5.17.	Negotiation.....	32
5.18.	Rectification of Errors .....	32
5.19.	Contacting UPLC .....	33
5.20.	UPLC's right to vary Scope of Work at the time of Award .....	33
5.21.	UPLC's Right to Accept Any Bid and to reject any or All Bids.....	33
5.22.	Notification of Award .....	33
5.22.1.	Notification to Bidder .....	33
5.22.2.	Signing of Agreement.....	34
5.22.3.	Discharge of Bid Security .....	34
5.23.	Failure to abide by the Agreement.....	34
5.24.	Bank Guarantee for Performance .....	34
5.25.	Confidentiality of the Document.....	35
5.26.	Rejection Criteria.....	35
5.27.	Income Tax Liability.....	36
Section VI – General Conditions of Agreement .....		38
6.1.	Form of Agreement .....	38
6.2.	Definitions .....	39
6.3.	Interpretation .....	41
6.4.	Representations & Warranties .....	42
6.5.	Scope of Work/Agreement.....	42
6.6.	Duration of the Agreement.....	43
6.7.	Performance Guarantee .....	43
6.8.	Agency's Obligations .....	43
6.9.	Agency's Team .....	44
6.10.	Statutory Requirements.....	45
6.11.	Administration .....	45
6.12.	Right of Monitoring, Inspection and Periodic Audit .....	46
6.13.	UPLC's Obligations .....	46
6.14.	Risk Management .....	46
6.15.	Ownership of Equipments.....	46
6.16.	Indemnity .....	46
6.17.	Confidentiality.....	47
6.18.	Term and Extension of the Agreement.....	47
6.19.	Prices.....	47
6.20.	Suspension of Work .....	48

6.21.	Completion of work as per Agreement .....	48
6.22.	Payment Schedule .....	48
6.23.	Invoicing.....	49
6.24.	Events of Default by the Agency .....	49
6.25.	Consequences in Event of Default.....	50
6.26.	Termination of the Agreement by Agency .....	51
6.27.	Termination .....	51
6.28.	Consequences of Termination .....	54
6.29.	Penalty.....	54
6.30.	Liquidated Damages .....	54
6.31.	Approvals .....	55
6.32.	Dispute Resolution .....	55
6.33.	Limitation of the Bidder's Liability towards UPLC .....	56
6.34.	Conflict of Interest .....	56
6.35.	Governing Language.....	58
6.36.	"No Claim" Certificate .....	58
6.37.	Publicity .....	58
6.38.	Force Majeure .....	58
6.39.	General.....	60
6.39.1.	Relationship between the Parties.....	60
6.39.2.	Sub Contracting .....	60
6.39.3.	Governing Law .....	60
6.39.4.	Jurisdiction of Courts.....	61
6.39.5.	Compliance with Laws.....	61
6.39.6.	Notices.....	61
6.39.7.	Modification.....	61
6.39.8.	Ethics.....	61
6.40.	Exit Management .....	62
6.41.	Miscellaneous provisions.....	63
Section VII- Format for Response to RFP: Qualification Bid .....		65
7.1.	Format 1 – Proposal Covering Letter .....	65
7.2.	Format 2 - General Information about the Bidder .....	67
7.3.	Format 3 - Qualification Check List.....	69
7.4.	Format 4 - Format for Submission of Qualification Bids.....	72
7.5.	Format 5 - Financial Information .....	77
7.6.	Format 6 - Format for Past Experience .....	78
7.7.	Format 7 - Declaration Regarding Clean Track Record .....	79
Section VIII- Format for Response to RFP: Financial Bid.....		81
8.1.	Format 1 - Commercial Bid Letter .....	81
8.2.	Format 2 – Cost summary .....	83
Annexure - 1 Proforma of Bank Guarantee towards Bid Security.....		84
Annexure – 2 Proforma of Bank Guarantee towards Performance .....		85

**SECTION I**

**Invitation for Bids**

## Section I - Invitation for Bids

### 1.1. Introduction of the Project

- a. The Directorate of Information & Public Relation (DIPR), Lucknow, Uttar Pradesh has decided to select an Agency for supply and installation of Outdoor LED Display Boards at Lucknow.
- b. DIPR has entrusted this task of procuring the LEDs to Uttar Pradesh Electronics Corporation Limited (UPLC) through e-Tendering process.
- c. The e-Bid document is available on e-tender portal <http://etender.up.nic.in>. Interested Bidders may download the e-Bid document, Corrigendum and clarifications from the e-tender portal. The RFP shall also be available on UPLC's website [www.upclko.in](http://www.upclko.in).
- d. The e-Bids shall be submitted **online only** on e-tender portal <http://etender.up.nic.in> , up to the date and time mentioned in the Section 1.4.

### 1.2. Issuer of the RFP

The Managing Director

U.P. Electronics Corporation Limited

10, Ashok Marg, Lucknow - 226001

Tel: 0522-4130303, 2286808, 2286809, +91-9235567201

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Website: <http://www.uplc.in>

Any proposal received by UPLC after the deadline for submission of proposals mentioned in the Key Events & Dates as per section 1.4 will be summarily rejected. UPLC shall not be responsible for any delay, Technical fault or non-receipt of the documents. No further correspondence on the subject will be entertained.

### 1.3. About the RFP Document

- a. This RFP provides information regarding the Procurement, Scope of Work, Technical requirements and other related information to the Bidder(s).

- b. It details the General Terms & Conditions with respect to the Bid process management to be adopted for the proposed Project.
- c. The RFP contains the Agreement template outlining the contractual and legal terms & conditions applicable for the proposed engagement.
- d. As should be clear from the Scope of the proposed Project, UPLC seeks a specific proposal responsive to this RFP in every respect and detail, rather than a mere compilation of materials and promotional information used in other transactions.

The Bidders are expected to examine all instructions, forms, terms, Project requirements and other information in the RFP documents. Failure to furnish all information required by the RFP documents or submission of a proposal not substantially responsive to the RFP documents in every respect will be at the Bidder's risk and may result in rejection of the proposal and forfeiture of the Earnest Money Deposit (EMD).

#### 1.4. Key Events & Dates

S. No.	Event	Target Date
1	Cost of Bid Document	INR 5,000/- (non-refundable) in the form of Demand Draft/Banker's Cheque of only Scheduled Bank, drawn in favour of "U.P. Electronics Corporation Limited" payable at Lucknow.
2	Publication of the RFP	<b>20/07/2013</b> at 3:00 PM
3	Last date for submission of Bids	<b>29/07/2013</b> at 5:00 PM
4	Date of opening of Technical Bids	<b>29/07/2013</b> at 6:00 PM
5	Bid Security/Earnest Money Deposit	INR 5, 00,000 (Rupees Five Lacs only) in the form of a Demand Draft/ Banker's Cheque /Bank Guarantee drawn on any Scheduled Bank, payable at Lucknow, in favor of "U.P. Electronics Corporation Limited".
6	Date of opening of Commercial Bid	To be informed later on

### **1.5. Amendment of RFP Document**

At any time till 3 days before the deadline for submission of Bids, UPLC may, for any reason, whether at own initiative or in response to a clarification requested by a prospective Bidder, modify the Bid Document by amendment. All the amendments made in the document would be informed through the e-tender portal <http://etender.up.nic.in>. All such amendments shall be binding on all the Bidders. The Bidders are also advised to visit the aforementioned website on regular basis for checking necessary updates. UPLC also reserves the rights to amend the dates mentioned in the **Section 1.4** of this RFP for Bid process.



**SECTION II**

**Qualification Criteria**

## Section II- Qualification Criteria

This Invitation to Bid is open to all entities meeting or exceeding all of the following minimum Qualification criteria. Bidders failing to meet any one of the qualification criteria as mentioned below or not submitting requisite supporting documents / documentary evidence for supporting qualification criteria are liable to be rejected summarily.

S. No.	Clause	Documents Required
1.	The Bidder (Prime Bidder and all members in case of a Consortium) should be registered under Companies Act, 1956 in India and should have been in operation for a period of at least 3 years in India.	<ul style="list-style-type: none"> <li>• Certificate of Incorporation.</li> <li>• Certificate of Commencement of Business issued by the Registrar of Companies.</li> <li>• Memorandum and Articles of Association.</li> <li>• Annual Reports for the last 3 years.</li> </ul>
2.	<p>In case of a Consortium Bid, the Prime Bidder would need to submit a duly notarized Agreement with the other members of Consortium for the Contract clearly indicating the division of work with respect to the Scope of Work (naming relevant clauses and sub-clauses) and their relationship. The Agreement should be prepared on a Non Judicial stamp paper of requisite value.</p> <p>The Agreement concluded by the Prime Bidder and Consortium members should also be addressed to the UPLC clearly stating that the Agreement is applicable to this RFP and shall be binding on them for the Contract period.</p>	Consortium Agreement on a Non Judicial stamp paper duly notarized.
3.	The Authorized Signatory signing the Bid on behalf of the Bidder (Prime Bidder in case of a Consortium) should be duly authorized by the Board of Directors of the Bidding Company to sign the Bid and the Contract/Agreement on their behalf.	A Certificate from the Company Secretary of the Bidder certifying that the Bid signatory is authorized by the Board of Directors of the Company to do so, with resolution number and date.

S. No.	Clause	Documents Required
4.	The Bidder (Prime Bidder in case of a Consortium) should be an established Original Equipment Manufacturer (OEM) of LED Display Board/Screen or OEM's authorized Dealer/Supplier in India and should have been in this business for a period exceeding three years as on 31.03.2013.	<ul style="list-style-type: none"> <li>In case of Authorized Dealer/ supplier, Authorization certificate of respective OEM of LED Display to be proposed for this Tender.</li> </ul>
5.	The Bidder (prime Bidder in case of Consortium) should have an average annual turnover of at least INR 8 crores during the last three financial years (i.e. 2009-2010, 2010-2011, 2011-2012)".	<ul style="list-style-type: none"> <li>Audited Profit and Loss Statement and Balance sheets.</li> <li>Statutory Auditor Certificate or Certificate from the Company Secretary of the Bidder/ Chartered Accountant clearly specifying the turnover for the specified years.</li> </ul>
6.	The OEMs should certify that they have support mechanism in India, either directly through their support office in India or through their authorized channel partners/dealers in India.	Undertaking from the authorised signatory of the OEM.
7.	The Bidder (Prime Bidder in case of Consortium) should have successfully supplied and installed 05 outdoor LED Display Boards/ Screen in India for an minimum aggregate value of INR 5 crores in the last 3 financial years (i.e. 2009-10, 2010-11, 2011-12).	<ul style="list-style-type: none"> <li>Copy of Work order and Certificate of completion or successful implementation by the client or Proof of Delivery OR self Certificate attested by the client.</li> <li>Documentary proof for the stated Project value attested by the client.</li> </ul>
8.	The Bidder (Prime Bidder in case of Consortium) should have successfully executed similar work (outdoor LED with same or higher size) with a minimum order value of INR 3 crores during the last 3 financial years (i.e. 2009-10, 2010-11, 2011-12).	Copy of Work order and Certificate of completion or successful implementation by the client or Proof of Delivery OR self Certificate attested by the client.

S. No.	Clause	Documents Required
9.	As on date of submission of the proposal, the Bidder (All members of Consortium) shall not be under any declaration of ineligibility for unsatisfactory past performance, corrupt or fraudulent practices, any other unethical business practices or blacklisted either by Ministry/ Department of Government of India/ State Governments.	Certificate from the Authorized Signatory to the effect that the Bidder is not blacklisted by any of the Ministry/ Department of Government of India/ State Governments.
10.	The OEM must have valid professional certifications such as ISO 9001:2008 and ISO 14001 for LED production. The Bidder (Prime Bidder in case of consortium)/OEM must produce the above mentioned certifications of the OEM.	Copy of valid certificates.
11.	The Bidder (all members in case of consortium) should be have a valid sales tax registration certificate, valid Service tax registration certificate and Permanent Account Number (PAN) issued by Income Tax Department.	Copy of each Certificate of the Bidder.
12.	The Bidder should have submitted EMD and Bid Processing fees of amount as mentioned in the RFP	DD/ Banker's Cheque/ Bank Guarantee

**Change in Qualification Criteria**

If there is a change in the status of the Bidder with reference to any of the Qualification criteria specified above, during the Bid Process till the award of the Project, the Bidder should immediately bring the same to the notice of UPLC.

**SECTION III**

**Scope of Work**

## Section III- Scope of Work

The minimum specified Scope of work to be undertaken by the Bidder for supply of LED Display Boards to be installed at Lucknow is mentioned below. The selected Bidder shall perform the services as per the scope of work and period of the Agreement.

### 3.1. Bill of Material

The selected Bidder shall be required to supply and install 3 outdoor LEDs in Lucknow, Uttar Pradesh at the prominent locations of Lucknow to be specified later in the LOI issued to the selected Bidder. The UPLC/GoUP may increase the procurement of 3 LEDs to a number of 5 or 7 depending upon the LEDs requirement. The increase in number shall be conveyed to the selected Bidder during the time of LOI issuance.

### 3.2. Technical Specifications of 54 Square Meter outdoor LED

S No.	Description	Specifications
1.	<b>Classification of LED</b>	Full Colour
2.	<b>LED Configuration</b>	3-in-1 SMD
3.	<b>Pixel</b>	Pixel Pitch: 10 mm
		Pixel Density: 9600 pixels/m <sup>2</sup> or Higher
		Pixel Configuration: (1R, 1G, 1B) or Higher
		Minimum Lifetime: 100,000 hours or Higher
4.	<b>Module</b>	Dimension of Tile: close to width - ~73cm, Height - ~ 82cm, Depth - ~23cm
		Weight of one Tile: Standard
		Module Dimension: Standard
5.	<b>Cabinet</b>	Cabinet Dimension: Standard
		Physical Resolution: Standard
		Thickness: Standard
		Material: Steel cabinet
6.	<b>Display</b>	Optimal Viewing Distance: 10m ~ 400m
		Optimal Viewing Angle: 140° (Horizontal), 70° (Vertical) or better
		Contrast enhancing Shaders – allowing for less brightness to achieve similar image quality compared to competitive products
		Intelligent Brightness Control by using advanced software feature/100 grade auto adjustment

S No.	Description	Specifications
7.	<b>Temperature &amp; Humidity</b>	Storage Temperature: -40° / + 85° C Working Temperature: -20° / + 50° C Overheat Protection: Safe Shutdown Cooling: 2 Special silent fans/ cabinet Weather Protection: IP65 (front); IP65/IP54 (rear) Relative Humidity: 10 to 99%
8.	<b>Electricity</b>	Voltage: AC 88~132V or 176~264V or 110 ~220V Average Power Consumption: 600-1000 W/ m2 MAX. Power Consumption: 1500 W/m2 Schedule power on / off: Calendar function to be able to schedule on / off at times Screen is not used for displaying contents.
9.	<b>Control System</b>	Control Mode: Synchronization, Asynchronize mode (Optional) Control System: DVI interface (DVI connector)
10.	<b>Main Parameters</b>	Frame Rate: ≥60Hz/sec. Refresh Rate: ≥2000 Hz/sec. Scan Method: Static Grey Scale/ Colors: 1024/1.07billion colors or Standard Brightness: 6,000 cd/m2 or Higher Contrast: 4500:1 16 bit color processing, 8 bit dimming Defects Rate ≤ 0.0001 MTBF: ≥ 5,000 hrs Lifetime: 100,000 hours Transmission Distance: 0~100m, (100m-20km need fiber convector)
11.	<b>Features</b>	High reliability Short leading time Easy maintenance and excellent visual quality LED Screen should play any kind of aspect ratio preferably 16:9 but image should not be cropped leaving a blank line at top. Connectivity: Gigabit LAN Port 10/100/1000 base T Ethernet (RJ-45) , Wi-Fi support, IP Support, 3G Data Card, ADSL, HDMI and VGA Port support dual disc play An end-to-end DMS Solution available on Software including Digital Media Player (DMP) and accessories with operations software. The LED Screens should be able to manage content individually with centralized control and remote management with auto play list,

S No.	Description	Specifications
		content log, monitor network, display view, transition time, transcoding, security, agnostic to players and display device, network agnostic, content inventory, multipurpose player, interactive mode, video wall mode, audio output, intrusion prevention control
		The LED Screen should compatible to execute Widely Used Image (JPEG/JPG, PNG, GIF, TIFF), Video Formats (WMV, FLV, MP4, MOV, AVI, MPEG), Animation Files (SWF or SWF in ZIP), Interactive content and Interactive applications, DOC, XPS, PPT, .ppsx, pps (*MS Office to be installed on player), web links for direct display of website and other online contents, RSS and ticker, Audio Content (.mp3, .mp4a, .asc, .wma).
		The Display Boards provided should work on all weather conditions. The Display Boards should be Audio and storage like pen drive/CD/DVD Compatible.
		LED Screen Audio Compatible – 1000 W
12.	<b>Mounting Structure Height</b>	Two pole Minimum 5 Metre or above from Ground Level
13.	<b>Certifications</b>	ETL/CE/FCC Class A, RoHS complaint

### 3.3. Scope of work

The brief scope of work is outlined below:

- a. The selected Bidder shall supply and Install **three (3) Outdoor LED Display Boards** with a size of **54 square meters or higher** at the locations/sites mentioned in the RFP.
- b. The selected Bidder shall provide comprehensive onsite warranty & maintenance for a period of **three (3) years**.
- c. The selected Bidder shall arrange all the related tools, equipments and Software to install and run the LEDs. This shall include but not limited to the following:
  - Any civil construction work required for installation of LEDs
  - The Mounting Structures
  - Electrical Earthing
  - Plumbing and entire site readiness
  - Software to run the Content
- d. The selected Bidder shall be responsible to run the content in the LEDs Display Boards. The content shall be provided by DIPR. The electricity expenses incurred in running the LEDs shall be borne by DIPR, Uttar Pradesh.
- e. The selected Bidder shall provide an end to end Digital Media Solution. The scope includes configuring the Digital Media Manager (DMM) Platform and Digital Media Player (DMP).
- f. The Bidder shall configure and manage the Hardware and operations software remotely. The



Bidder shall be required to manage the contents of all the screens from a centralized location. The location may be an online location.

- g. The selected Bidder shall deploy its one resource in Lucknow for the entire agreement period to receive the content from DIPR and run the content in the LEDs. The resource shall act as Bidder's single point of contact for DIPR.
- h. UPLC/DIPR shall obtain all necessary approvals from the concerned departments and local authorities and provide the site clearance to the selected Bidder. The licensing fees, local municipality tax and other related fees in obtaining the site approval shall be paid by UPLC/DIPR.
- i. The selected Bidder shall ensure that the Display should be 24 Hrs visible i.e. during the day light and in night time and should work in all weather conditions.
- j. All charges towards supply and installation of LEDs along with the cost of warranty & maintenance services for 3 years shall be borne by the selected Bidder.

### 3.4. Post Delivery Inspection and Acceptance

The selected Bidder should conduct 100% pre-dispatch Quality inspection on LEDs from their side and certify the same. Inspection and Quality Control tests, prior to shipment of Goods, by the selected Bidder should be in accordance with necessary quality control certifications. The manufacturer shall submit satisfactory Quality Check Pass Reports with the LEDs to be dispatched under this RFP.

UPLC shall appoint a Technical committee to perform post delivery Inspection in the Lucknow at the location mutually agreed between UPLC and the selected Bidder. GoUP shall only accept the LEDs upon clearance by the Technical Committee.

In the event of any fault finding by the Technical committee or non-conformation of Technical specification of LEDs specified in RFP, UPLC reserves the right to cancel the Purchase Order and levy appropriate penalties in addition to the Liquidated Damages. UPLC shall not be responsible for any costs associated with such rejection. The manufacturer will be responsible for the LEDs till it is delivered and commissioned at the specified delivery points, tested and accepted by the Government. Only after such acceptance, the responsibility of the manufacturer will cease

### 3.5. Schedule

The Project timelines are given below:

Activity	Timelines
Supply and Installation of 3 Outdoor LEDs	08 weeks from date of issuance of LOI

### **3.6. Insurance**

The selected Bidder shall be responsible for acquiring comprehensive insurance including transit insurance, liability insurance and any other insurance including any incidental loss/damage for the LEDs, Tools, Equipments etc. since the transportation, delivery and commissioning by the Bidder up to three (3) years of completion of warranty. All costs related to insurance shall be borne by the selected Bidder. The Insurance Certificate shall form a part of the final acceptance sign off document.

### **3.7. Transportation**

The entire cost of transportation from the Manufacturing Plant or Port of Landing to the designated location/sites as specified by UPLC shall be borne by the selected Bidder.

### **3.8. Final Acceptance sign off**

The selected Bidder shall get a final sign off receipt preferably within 3 days of the successful installation of LEDs at the locations specified by DIPR/UPLC. The selected Bidder shall provide following documents for the Final Acceptance sign off to the concerned authorities:

- a. Invoices in Triplicates ( original + 2 duplicates)
- b. Delivery Challan/ Installation certificate mentioning the details like location etc.
- c. Quality certificate by OEM
- d. Post Delivery Inspection certificate signed by the Technical committee appointed by UPLC
- e. Insurance certificate

The date on which such Receipt is signed shall be deemed to be the date of acceptance and the warranty of the LEDs starts from that date.

**SECTION IV**

**Service Level Agreement**

## Section IV - Service Level Agreement

The purpose of this Service Level Agreement (hereinafter referred to as SLA) is to clearly define the levels of service which shall be provided by the Selected Bidder to UPLC for the duration of this Agreement. The selected Bidder and UPLC shall regularly review the performance of the services being provided by the Selected Bidder and the effectiveness of this SLA.

This SLA document provides for minimum level of services required as per contractual obligations based on performance indicators and measurements thereof.

### 4.1. Category of SLAs

#### 4.1.1. LED Uptime

**Table 1: LED Uptime**

S. No.	Measurement	Definition	Target	Penalty
1.	LED uptime	<ul style="list-style-type: none"> <li>➤ The selected Bidder shall ensure that LED shall be functional irrespective of any circumstances. The uptime shall be calculated every year by the Directorate of Information &amp; Public Relation, Uttar Pradesh.</li> <li>➤ The selected Bidder shall submit the uptime reports every six months and as and when requested by the UPLC/DIPR.</li> </ul>	95 % for 3 Years	A Penalty of 2% for every 1% beyond the uptime, subject to a maximum of 10% of the overall contract value.

### 4.1.2. Repair & Replacement of LED

**Table 2: Repair & Replacement of LED**

Type of Incident	Resolution time	Penalty
Incident	T	No Penalty
Repair of the LED after Incident reporting to the selected Bidder by the Directorate of Information & Public Relation, Uttar Pradesh.  T shall be the agreed resolution time which in case of repair is 5 (five) working days.  In case of T2, The selected Bidder shall have to take permission in case the LED needs more than 5 days to be rectified.	T1 = T+5 days	No Penalty
	T2 = T1+5	No Penalty (written permission required)
	> T2	2% of the value of the LED for every unresolved week subject to a maximum of 10% of the contract value.

### 4.2. Penalties

- a. The total Penalty in the year shall not exceed **10%** of the total contract value.
- b. Default beyond **10%** of the total contract value, on account of any reason whatsoever, will be deemed to be an event of default and termination.

### 4.3. Liquidated Damages

- a. Subject to clause for Force Majeure, if the Selected Bidder fails to complete the supply and installation of LEDs within specified period or if Bidder repudiates the Agreement before completion of the work, UPLC at its discretion may without prejudice to any other right or remedy available to UPLC under the Agreement recover a maximum of 10% (Ten percent) of the total value of the order from the Bidder as Liquidated Damages (LD).
- b. UPLC will be free to procure the remaining LEDs from alternate sources at the cost and risk of the defaulting Agency, by forfeiting the EMD/Security Deposit of the Bidder. In addition, UPLC will impose a cancellation charge of 5% of the value of undelivered Goods, which shall be recovered from the pending bills or EMD/Security Deposit or by raising claims.

**SECTION V**

**Instructions to Bidders**

## Section V- Instructions to Bidders

### 5.1. Consortium Criteria

1. The Prime Bidder cannot be a partner in more than one Consortium. In case of Consortium no Company will be allowed to participate in more than one Bid i.e. they should have exclusive partners in case it is observed that any Consortium have a common partner then such Consortia will stand disqualified and under no circumstances their Bids will be entertained. An undertaking in this regard has to be enclosed.
2. In case of a Consortium, applicant consortia shall have a valid Memorandum of Understanding (MoU)/ Agreement (duly notarized) among all the members signed by the Chief Executives/Authorized Signatories of the companies dated prior to the submission of the Bid. The MoU/Consortium Agreement shall clearly state the composition of the Consortium who shall be the Prime Bidder, the complete description of the partner and roles and responsibilities of the partners. The MoU/ Agreement shall be exclusively for this Project and the Prime Bidder shall be responsible in case of failure by any partner. Such an Agreement should be prepared on a stamp paper of requisite value
3. The Bidder (All members of Consortium) should be registered under Company's Act 1956. Partnership and Proprietor firm are not allowed.
4. The Bidder (Each member of the Consortium) shall have Company Registration Certificate, registration under Labour Laws & Contract Act, valid Sales Tax Registration Certificate and Permanent Account Number (PAN) issued by Income Tax Department (Copy of each registration should be provided).
5. The Bidder should submit an undertaking that Bidder (or any member of the Consortium) is a Company/Consortium and product quoted are not Black Listed by any Government Department/Agency in India.
6. Members of the Consortium shall be jointly and severally liable to the UPLC/GoUP for the execution of the Project in accordance with the terms of the Bid document and a statement of this effect shall be included in the Memorandum of Understanding/Consortium Agreement.
7. Agreement concluded by the Prime Bidder and Consortium members should also be addressed to the UPLC clearly stating that the Agreement is applicable to this RFP and shall be binding on them for the Contract period. Notwithstanding the Agreement, the responsibility of completion of job under this Agreement will be with the Prime Bidder.
8. If at any stage of Tendering process or during the currency of the Agreement, any suppression/falsification of information with respect to the above conditions is brought to the knowledge of UPLC/GoUP, UPLC/GoUP shall have the right to reject the Bid or terminate the Agreement, as the case may be, without any compensation to the Prime Bidder or any member of the Consortium.

## 5.2. Instructions to the Bidders

- a. The Bidders should submit their bids **online only** in the Submission module of e-Procurement website <http://etender.up.nic.in>.
- b. The Bids shall be submitted only from the Bid Submission start date till the Bid Submission end date and time given in the e-tender. Therefore, Bidders are advised to submit the Bids well advance in time.
- c. The bidders should submit their e-Bid considering the server time displayed in the e-Procurement website. This server time is the time by which the e-Bid submission activity will be allowed till the permissible time on the last/end date of submission indicated in the e-tender schedule.
- d. Once the e-Bid submission date and time is over, the bidders cannot submit their e-Bid. The bidders shall only be held responsible for any delay and whatsoever reason in submission of e-Bid.
- e. Technical Bids will be electronically opened at **06:00 PM on 29<sup>th</sup> July 2013** in UPLC. The opening of financial bids shall be intimated later to all the technically qualified bidders.
- f. UPLC may, at its discretion extend this deadline for submission of e-Bid by amending the e-Bid document, in which case all rights and obligations of the Corporation and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
- g. The server time indicated in the Bid Management window on the e-Procurement website <http://etender.up.nic.in> will be the time by when the e-Bid submission activity will be allowed till the permissible date and time scheduled in the e-tender. Once the e-Bid submission date and time is over, the bidder cannot submit the e-Bid. Bidder has to start the Bid Submission well in advance so that the submission process passes off smoothly. The bidder will only be held responsible if his/her e-Bid is not submitted in time due to any of his/her problems/faults, for whatsoever reason, during e-Bid submission process.
- h. At any point of time, a bidder can withdraw his/her e-Bid submitted online before the bid submission end date and time. For withdrawing, the bidder should first log in using his/ her Login Id and Password and subsequently by his/her Digital Signature Certificate on the e-Procurement website <http://etender.up.nic.in>. The bidder should then select "My Bids" option in the Bid Submission menu. The page listing all the bids submitted by the bidder will be displayed. Click "View" to see the details of the e-Bid to be withdrawn. After selecting the "Bid Withdrawal" option, the bidder has to click "Yes" to the message "Do you want to withdraw this bid?" displayed in the Bid Information window for the selected bid. The bidder also has to enter the bid Withdrawing reasons and upload the letter giving the reasons for withdrawing before clicking the "Submit" button. The bidder has to confirm again by pressing "Ok" button before finally withdrawing his/her selected e-Bid.



- i. The bidder has to request the Corporation with a letter, attaching the proof of withdrawal and submission of e-Bid security/EMD in the office of Corporation, to return back the e-Bid security/EMD as per the manual procedure.
- j. No e-Bid may be withdrawn in the interval between the deadline for submission of e-Bids and the expiration of period of e-Bid validity. Withdrawal of an e-Bid during this interval may result in the bidder's forfeiture of his/her e-Bid security
- k. The bidder can re-submit his/her e-Bid as and when required till the e-Bid submission end date and time. The e-Bid submitted earlier will be replaced by the new one. The payment made by the bidder earlier will be used for revised e-Bid and the new e-Bid submission summary generated after the successful submission of the revised e-Bid will be considered for evaluation purposes. For resubmission, the bidder should first log in using his/her Login Id and Password and subsequently by his/her Digital Signature Certificate on the e-Procurement website <http://etender.up.nic.in>. The bidder should then select "My Bids" option in the Bid Submission menu. The page listing all the bids submitted by the bidder will be displayed. Click "View" to see the details of the e-Bid to be resubmitted. After selecting the "Bid Resubmission" option, click "Encrypt & Upload" to upload the revised e-Bid documents by following the methodology provided above
- l. The bidders can submit their revised e-Bids as many times as possible by uploading their e-Bid documents within the scheduled date & time for submission of e-Bids.
- m. No e-Bid can be resubmitted subsequently after the deadline for submission of e-Bids.

### **5.3. Procedure for Submission of Bids**

Submission of Bids shall be in accordance with the instructions mentioned below:

- a. For participating in e-Bid through the e-tendering system, it is necessary for the bidders to be the registered users of the e-Procurement website <http://etender.up.nic.in>. The bidders must obtain a User Login Id and Password by registering themselves with U.P. Electronics Corporation Limited, Lucknow if they have not done so previously for registration.
- b. In addition to the normal registration, the bidder has to register with his/her Digital Signature Certificate (DSC) in the e-tendering system and subsequently he/she will be allowed to carry out his/her e-Bid submission activities. Registering the Digital Signature Certificate (DSC) is a one-time activity. Before proceeding to register his/her DSC, the bidder should first log on to the e-tendering system using the User Login option on the home page with the Login Id and Password with which he/ she has registered as per clause (a) above.
- c. For successful registration of DSC on e-Procurement website <http://etender.up.nic.in> the bidder must ensure that he/she should possess Class-2/Class-3 DSC issued by any certifying authorities approved by Controller of Certifying Authorities, Government of India, as the e-Procurement website <http://etender.up.nic.in> is presently accepting DSCs issued by these authorities only. The

bidder can obtain User Login Id and perform DSC registration exercise as described in clauses (a) and (b) above even before e-Bid submission date starts. The Corporation shall not be held responsible if the bidder tries to submit his/her e-Bid at the last moment before end date of submission but could not submit due to DSC registration problem.

- d. The bidder can search for active tenders through "Search Active tenders" link, select a tender in which he/she is interested in and then move it to 'My Tenders' folder using the options available in the e-Bid Submission menu. After selecting and viewing the tender, for which the bidder intends to e-Bid, from "My Tenders" folder, the bidder can place his/her e-Bid by clicking "Pay Offline" option available at the end of the view tender details form. Before this, the bidder should download the e-tender document and Price Schedule/ Bill of Quantity (BOQ) and study them carefully. The bidder should keep all the documents ready as per the requirements of e-tender document in the PDF format except the Price Schedule/Bill of Quantity (BOQ), which should be in the XLS format (Excel sheet).
- e. After clicking the 'Pay Offline' option, the bidder will be redirected to the Terms and Conditions page. The bidder should read the Terms & Conditions before proceeding to fill in the details, the bidder should click "Encrypt & Upload" option given in the offline payment details form so that "Bid Document Preparation and Submission" window appears to upload the documents as per Technical (Qualification details, e-Bid Form and Technical Specification details) and financial (e-Bid Form and Price Schedule/BOQ) schedules/packets given in the tender details. The details of the Demand Draft or any other accepted instrument which is to be physically sent in original before opening of technical e-Bid, should tally with the details available in the scanned copy and the data entered during e-Bid submission time otherwise the e-Bid submitted will not be accepted.
- f. Next the bidder should upload the Technical e-Bid documents for, Qualification details, e-Bid Form as per Technical Specification details and Price Schedule/BOQ" of e-tender document. Before uploading, the bidder has to select the relevant Digital Signature Certificate. He may be prompted to enter the Digital Signature Certificate password, if necessary. For uploading, the bidder should click "Browse" button against each document label in Technical and Financial schedules/packets and then upload the relevant PDF/XLS files already prepared and stored in the bidder's computer. The required documents for each document label of Technical (Qualification details, e-Bid Form and Technical Specification details) and financial (e-Bid Form and Price Schedule/BOQ) schedules/packets can be clubbed together to make single different files for each label.
- g. The bidder should click "Encrypt" next for successfully encrypting and uploading of required documents. During the above process, the e-Bid documents are digitally signed using the DSC of the bidder and then the documents are encrypted/locked electronically with the DSC's of the bid openers to ensure that the e-Bid documents are protected, stored and opened by concerned bid openers only.

- h. After successful submission of e-Bid document, a page giving the summary of e-Bid submission will be displayed confirming end of e-Bid submission process. The bidder can take a printout of the bid summary using the "Print" option available in the window as an acknowledgement for future reference.
- i. The Bidder shall be required to use his own Digital Signature while uploading its Bid. In case of consortium, Prime Bidder shall be required to upload the Bid using its Digital Signature. Failure to comply or usage of Digital signature of other firm shall be liable for rejection of the Bid.

#### **5.4. Validation of interlineations in Bid**

The Bid shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by the Bidder, in which case such corrections shall be initialed by the person or persons signing the Bid.

#### **5.5. Site Visit**

The Bidder shall request UPLC in writing in case the Bidder wants to visit and examine sites and therefore obtain for himself on his own responsibility all information that may be necessary for preparing the proposal Document. The costs of visiting the site(s) shall be at Bidder's own expense.

#### **5.6. Language of Bids**

The proposal and all correspondence and documents shall be written in English. In case of accompanying literature or brochures etc. being in a language other than English, a certified translation should accompany the documents as a part of the RFP. All proposals and accompanying documentation will become the property of UPLC and will not be returned.

#### **5.7. Documents Comprising the Bids**

The Proposal shall have Two Cover System for this RFP:

- i. Technical Bid.
- ii. Commercial Bid.

Proposal submitted by the Bidder shall comprise the following:

- a. Proposal covering letter and Technical Documents as prescribed in the **Section VII** of this RFP.
- b. Commercial proposal (Commercial Bid Covering Letter along with the price bid) as specified in **Section VIII** of this RFP.

- c. Photographs, Leaflets, Brochure & CD / DVD of Outdoor LED Display Boards offered, should be submitted along with the Technical Bid.
- d. Any other information that is required to be submitted in the proposal process.

Bidder shall submit with its proposal, inter alia, the following attachments:

- a. A board resolution authorizing the signatory on the behalf of Bidder to sign/execute the proposal as a binding document and also to execute all relevant Agreements forming part of RFP.

Bidders shall furnish the required information on their Qualification and commercial strengths in the enclosed formats only. **Any deviations with respect to this may make the Bid liable for rejection.**

### **5.8. Bid Prices**

- a. The Bidder shall indicate the price in the prescribed format, it proposes under the Agreement. In absence of above information as requested, the Bid may be considered incomplete and be summarily rejected. The price components furnished by the Bidder in accordance with format provided in the RFP will be solely for the purpose of facilitating the comparison of Bids by UPLC.
- b. The Bidder shall prepare the Bid based on details provided in the RFP. It must be clearly understood that the Scope of Work is intended to give the Bidder an idea about the order and magnitude of the work and is not in any way exhaustive and guaranteed by UPLC. The Bidder shall carry out all the tasks in accordance with the requirement of the RFP and due diligence and it shall be the responsibility of the Bidder to fully meet all the requirements of the RFP. If during the course of execution of the Project any revisions to the work are to be made to meet the goals of UPLC, all such changes shall be carried out within the current price.

### **5.9. Firm Prices**

- a. The Bidder shall quote a fixed price as detailed in the RFP on a single responsibility basis. No adjustment of the Agreement price shall be made on account of any variations in costs of labor and materials or any other cost component affecting the total cost in fulfilling the obligations under the Agreement. The payment based on commercial proposal of the Bidder shall be the only payment, payable by U.P Electronics Corporation Limited/Government of Uttar Pradesh, to the selected Bidder for completion of the contractual obligations by the selected Bidder under the Agreement, subject to the terms of payment specified in the Agreement. The price would be inclusive of all taxes, duties, charges and levies as applicable.
- b. The prices, once offered, must remain fixed and must not be subject to any escalation for any reason whatsoever within the period of Project. A proposal submitted with an adjustable price quotation or conditional proposal may be rejected as non-responsive.

### **5.10. Bid Currencies**

Prices shall be quoted in Indian Rupees (INR).

### **5.11. Bidder Qualification**

- a. The "Bidder" as used in the RFP shall mean the one who has signed the Bid Form. The Bidder may be either the Principal Officer or his duly Authorized Representative, in either cases he/she shall submit a Certificate of authority. All Certificates and documents (including any clarifications sought and any subsequent correspondences) received hereby, shall, as far as possible, be furnished and signed by the authorized representative and the Principal Officer.
- b. It is further clarified that the individual signing the RFP or other documents in connection with the Bid must certify whether he/she signs as the Constituted Attorney of the Company.
- c. The authorization shall be indicated by written Power of Attorney accompanying the qualification Bid.

### **5.12. Bid Security (Earnest Money Deposit)**

- a. Bidders shall submit, along with their Bids, Bid security or Earnest Money Deposit (EMD) of INR 5,00,000 (Rupees Five Lacs Only), in the form of a Demand Draft/Banker's Cheque in favour of "U.P. Electronics Corporation Limited" payable at Lucknow or Bank Guarantee of Scheduled Bank in favour of "U.P. Electronics Corporation Limited" valid for a period of one year. EMD in any other form will not be entertained. **Please refer Annexure-1 for the Bank Guarantee format.**
- b. The EMD of all unsuccessful Bidders would be refunded by UPLC. The Bid security, of the successful Bidder would be returned upon submission of Performance Guarantee.
- c. Bid without adequate Bid security/EMD shall be rejected without providing any opportunity to the Bidder concerned.

### **5.13. Bid Validity Period**

- a. The proposals shall be valid for a period of Six (6) calendar months from the date of submission of Bids. A proposal valid for a shorter period may be rejected as non-responsive. On completion of the validity period, unless the Bidder withdraws his proposal in writing, it will be deemed to be valid until such time that the Bidder formally (in writing) withdraws his proposal.
- b. In exceptional circumstances, at its discretion, **UPLC** may solicit the Bidder's consent for an extension of the validity period. The request and the responses thereto shall be made in writing (or by fax or email).

#### **5.14. Local/Site Conditions**

- a. It will be incumbent upon each Bidder to fully acquaint himself with the site conditions and other relevant factors at the proposed sites for installation of LEDs which would have any effect on the performance of the work and/or the cost. The Bidders are advised to conduct due-diligence before the Bid-submission.
- b. It is the responsibility of the Bidder that such factors have properly been investigated and considered while submitting the Bid proposals and that no claim whatsoever including those for financial adjustment to the Agreement done with the Bidder under the RFP will be entertained by UPLC and that neither any change in the time schedule of the Agreement nor any financial adjustments arising thereof shall be permitted by UPLC on account of failure of the Selected Bidder to appraise themselves of local laws and site conditions.

#### **5.15. Modification and Withdrawal of Bids**

No proposal may be modified / withdrawn in the interval between the deadline for submission of proposals and the expiration of the validity period specified by the Bidder on the proposal form. In case the Bidder wishes to withdraw the Bid after the date of opening of the bids he may do so, but the EMD of the Bidder shall be forfeited.

#### **5.16. Opening of Bids**

##### **5.16.1. Opening of Technical Bid**

The Bid shall be opened in the presence of Bidders' representatives (only one) who choose to attend the Bid opening sessions on the specified date, time and address. The Bidders' representatives who are present shall sign a register evidencing their attendance. In the event of the specified date of Bid opening being declared a holiday for UPLC, the Bids shall be opened at the same time and location on the next working day.

##### **5.16.2. Evaluation of Qualification Bid**

###### **Qualification Bid:**

- a. Tender Evaluation Committee [TEC] duly appointed by UPLC shall evaluate the Technical Bids.
- b. The evaluation shall be done for only those Bidders, whose Bid Document Fees & EMD amount is in order as per the RFP.

- c. Bidders need to fulfill all the Qualification conditions mentioned in Qualification Criteria of the RFP. TEC will examine the Bids to determine whether they are complete, whether the Bid format conforms to the RFP requirements, whether documents have been properly signed, and whether the Bids are generally in order.
- d. Bids of Bidders whose Qualification proposal does not meet the set criteria shall be rejected forthwith.
- e. TEC may seek oral clarifications with the Bidders. The primary function of clarifications in the evaluation process is to clarify ambiguities and uncertainties arising out of the evaluation of the Bid Documents. The Committee may seek inputs from their professional, technical faculties in the evaluation process.
- f. Conditional Bids will be rejected.
- g. The decisions of the Tender Evaluation Committee on whether the tenders are responsive or non-responsive will be final.
- h. A Bidder, at any stage of tender process or thereafter, in the event of being found after verification by the Tender Inviting Authority, to indulge in concealment or misrepresentation of facts, in respect of the claims of the offer, shall be debarred/black listed.

### **5.16.3. Bids Not Considered For Evaluation**

Bids that are rejected during the Bid opening process due to incomplete documentation or late receipt shall not be considered for further evaluation.

### **5.16.4. Criteria for Evaluation and Comparison of Technical Bids**

- a. Bidders need to fulfill all the qualification conditions mentioned in Qualification Criteria of the RFP. Tender Evaluation Committee [TTEC] will examine the Bids to determine whether they are complete, whether the Bid format conforms to the RFP requirements, whether documents have been properly signed, and whether the Bids are generally in order
- b. The Bidder needs to strictly adhere to the formats provided in section VII and provide information against each of the line items. Any non-conformance shall constitute a deviation from RFP conditions.
- c. All relevant documentary proofs should be submitted along with the offer. Failure to submit the Documents along with the offer could result in disqualification of the Bid.

### **5.16.5. Opening of Financial Bids**

- a. Only the Financial Bids of those firms qualified in the detailed scrutiny and evaluation of the Technical bid conducted by the Tender Evaluation Committee/ Tender Inviting Authority shall be opened in the second round.
- b. The Financial Bid shall be submitted in the format given in this document as Financial Bid Form (Format – VIII). The Financial Bids submitted in any other formats will be treated as non-responsive and not considered for tabulation and comparison.
- c. The Price offered should be given strictly on the format given in the Financial Bid only. The

Bidder must quote all items.

- d. The tenders shall offer financial for supply and installation of outdoor LED Display Boards including warranty & maintenance for 03 years inclusive of all the accessories mentioned in the specific conditions of the RFP.
- e. Financials Offered shall be in Indian Rupees. Price should be quoted for successful supply and installation of the LED Display Boards including maintenance for 03 years after warranty period also.
- f. If the contract attracts any statutory deductions, the same will be deducted while settling the payment.
- g. There should not be any hidden costs.

#### **5.16.6. Comparison of Financial Bids**

- a) The commercial quotes of the **Lowest** Bidder shall be notified as L1. In case L1 offers for supply & installation of the complete order quantity as per the schedule and location specified in the RFP, the Tender Evaluation Committee [TEC] then shall have the rights to give the complete order to the L1.
- b) In case L1 backs out, the RFP shall be cancelled & Bids shall be invited again. L1 shall however be blacklisted from participating in any future bidding of GoUP projects and are liable for legal action by UPLC/GoUP.

#### **5.17. Negotiation**

Normally, there would be no post RFP negotiations. If at all negotiations are warranted, it would be only under exceptional circumstances and UPLC shall reserve the right to negotiate with the Bidder whose "Commercial Bid" has been ranked L1 by the committee based on the evaluation of the proposals.

#### **5.18. Rectification of Errors**

- a. Bidders are advised to exercise adequate care in quoting the prices. No excuse for corrections in the quoted price will be entertained after the proposals are opened. All corrections, if any, should be initialed by the person signing the proposal form before submission, failing which the figures for such items may not be considered.
- b. Arithmetic errors in proposals will be corrected as follows:  
In case of discrepancy between the amounts mentioned in figures and in words, the amount in words shall govern. The amount stated in the proposal form, adjusted in accordance with the above procedure, shall be considered as binding, unless it causes the overall proposal price to



rise, in which case the proposal price shall govern.

### **5.19. Contacting UPLC**

- a. No Bidder shall contact the UPLC on any matter relating to its Bid, from time of opening to the time the work is awarded. If the Bidder wishes to bring additional information to the notice of the RFP Issuing Authority, the same should be done in writing to UPLC. The RFP Issuing Authority reserves the right to decide whether such additional information should be considered or otherwise.
- b. Any effort by a Bidder to influence the RFP Issuing Authority in its decision on Bid evaluation, Bid comparison or contract award may result in disqualification of the Bidder's Bid and also forfeiture of his Bid security.

### **5.20. UPLC's right to vary Scope of Work at the time of Award**

UPLC may at any time, by a written order given to the Bidder, make changes to the Scope of the work as specified below:

- a. UPLC reserves the right to vary the quantity of LEDs.
- b. If any such change cause an increase or decrease in the cost of or the time required for the Bidder's performance of any part of the work under the Agreement, whether changed or not changed by the order, an equitable adjustment shall be made in the Agreement Value or time schedule, or both, and the Agreement shall accordingly be amended. Any claims by the Bidder for adjustment under this Clause must be asserted within thirty (30) days from date of the Bidder's receipt of UPLC's order for change.

### **5.21. UPLC's Right to Accept Any Bid and to reject any or All Bids**

UPLC reserves the right to accept or reject any proposal, and to annul the tendering process and reject all proposals at any time prior to award of work, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for UPLC's action.

### **5.22. Notification of Award**

#### **5.22.1. Notification to Bidder**

Prior to the expiry of the Bid validity period, UPLC will notify the successful Bidder in writing or by fax

or email, to be confirmed in writing by letter (LOI), that its proposal has been accepted. The notification of award will constitute the formation of the Agreement. Upon the successful Bidder's furnishing of performance security, UPLC will promptly notify each unsuccessful Bidder and return their EMD.

### **5.22.2. Signing of Agreement**

At the same time as UPLC notifies the successful Bidder that its proposal has been accepted and UPLC shall enter into an Agreement with the successful Bidder.

### **5.22.3. Discharge of Bid Security**

Prior to signing of the Agreement, UPLC shall promptly request the Selected Bidder to provide Performance Guarantee pursuant to Section 5.25. On receipt of the Performance Guarantee, the Bid security of all successful Bidders will be released. The EMD amount of successful bidders can be converted as part of the Performance Guarantee.

### **5.23. Failure to abide by the Agreement**

Failure of the successful Bidder to agree with the Terms & Conditions of the RFP shall constitute sufficient grounds for the annulment of the award, in which event UPLC may forfeit the EMD/ Performance Bank Guarantee. The contract will be then awarded to the next Bidder by the process of Re-Tendering.

### **5.24. Bank Guarantee for Performance**

- a. The successful Bidder shall at his own expense may deposit with UPLC, within 15 (fifteen) days after the receipt of notification of award of the Contract (Letter of Intent) from UPLC, an unconditional and irrevocable Performance Bank Guarantee (PBG) from a Scheduled Bank acceptable to UPLC, in the format prescribed in **Annexure - 2**, payable on demand, for the due performance and fulfillment of the Agreement by the Bidder.
- b. The Performance Guarantee may be submitted as Demand Draft/Banker's Cheque from a Scheduled Bank.
- c. This Performance Guarantee shall be for an amount equivalent to **10%** of Agreement value. All incidental charges whatsoever such as premium, commission etc. with respect to the Performance Guarantee shall be borne by the Bidder. The Performance Guarantee shall be valid for six months post completion of the warranty period. Subject to the terms and conditions in the performance Bank Guarantee, at the end of 6 months of completion of warranty, the Performance

Bank Guarantee may be discharged/ returned by UPLC upon being satisfied that there has been due performance of obligations of the Bidder under the Agreement. However, no interest shall be payable on Performance Guarantee.

### **5.25. Confidentiality of the Document**

This RFP is a confidential document and the Bidders shall ensure that anything contained in this RFP shall not be disclosed in any manner, whatsoever.

### **5.26. Rejection Criteria**

- a. The proposal of a Bidder is liable to be disqualified in the following cases or in case Bidder fails to meet the bidding requirements as indicated in this RFP:
  - i. Proposal not submitted in accordance with the procedure and formats prescribed in this document.
  - ii. During validity of proposal, or its extended period after last date and time for submission of Bids, if any, the Bidder increases the quoted prices.
  - iii. The Bidder qualifies the proposal with his own conditions.
  - iv. Proposal is received in incomplete form.
  - v. Proposal is received after due date and time.
  - vi. Proposal is not accompanied by all the requisite documents.
  - vii. Information submitted in qualification proposal is found to be misrepresented, incorrect or false, accidentally, unwittingly or otherwise, at any time during the processing of the Agreement\_(no matter at what stage) or during the tenure of Agreement including the extension period if any.
  - viii. Commercial proposal is enclosed in the same envelope as Qualification Proposal.
  - ix. Bidder tries to influence the proposal evaluation process by unlawful means at any point of time during the Bid process.
  - x. In case any Bidder submits multiple proposals or if common interests are found in two or more Bidders, the Bids are likely to be disqualified, unless additional proposals/Bids are withdrawn immediately upon conflict of interest.
  - xi. Bidder fails to deposit the Performance Guarantee prior to signing of the Agreement or fails to enter into an Agreement within 15 working days of the date of Letter of award of Contract (LOI) or within such extended period, as may be specified by UPLC.
- b. Bidders may specifically note that while evaluating the proposals, if it comes to UPLC's

knowledge expressly or implied, that some Bidders may have colluded in any manner whatsoever or otherwise joined to form an alliance resulting in delaying the processing of proposal then the Bidders so involved are liable to be disqualified for this Contract as well as for a further period of three years from participation in any of the tenders floated by the UPLC/GoUP.

- c. UPLC will reject a proposal for award if it determines that the Bidder recommended for award, or any of its personnel, or its agents or, Vendors and/or their employees, has, directly or indirectly, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for the Contract in question;

### **5.27. Income Tax Liability**

The Bidder and Personnel shall pay such direct and indirect taxes, duties including import duties, fees and other impositions levied under the Applicable Laws in India.

**SECTION VI**

**General Conditions of  
Agreement**

## Section VI – General Conditions of Agreement

### 6.1. Form of Agreement

This AGREEMENT (hereinafter called the "Agreement") is made on the \_\_\_\_\_, 2013, between Uttar Pradesh Electronics Corporation Limited, Lucknow having its office at 10, Ashok Marg, Lucknow-226001 (hereinafter referred to as the "[UPLC]" which term or expression, unless excluded or repugnant to the subject or context, shall mean and include its successors-in office and assignees) of the First Part and, \_\_\_\_\_ (herein after called the "Agency") of the Second Part.

#### WHEREAS

- a. UPLC intends to enable the **Selection of Agency for supply and Installation of outdoor LED Display Boards in Lucknow City involving the complete Scope of Work described in the RFP.**
- b. UPLC undertook the selection adopting an open tender route, for Selection of Agency for supply and Installation of outdoor LED Display Boards in Lucknow and issued a Request for Proposal (RFP) dated **20/07/2013**.
- c. UPLC intends to accord to the Agency the right to undertake the Project on the terms and conditions set forth in the Agreement;
- d. The Agency in pursuance of its proposal undertakes to supply, Install and provide 3 years post sales warranty and maintenance services and any other requirement as per UPLC during the aforesaid period stated hereinabove.
- e. All the conditions stated in the Request for Proposal (RFP) and the Corrigendum Document shall form part of the Agreement.
- f. The parties agree that for providing their Goods and the warranty services as per the terms of this Agreement, the Agency shall be paid as per the payment schedule detailed in the RFP.

**NOW, THEREFORE, IT IS HEREBY AGREED** between the parties as follows:

1. The following documents attached hereto shall be deemed to form an integral part of this Agreement:
  - (a) Annexures of the Agreement
  - (c) Request for Proposal (RFP)
2. The mutual rights and obligations of "UPLC" and the Agency shall be as set forth in the Agreement, in particular:
  - (a) "UPLC" shall make payments to the Agency in accordance with the provisions of the Agreement.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be signed in their respective names as of the day and year first above written.

**In presence of**

**Signed by**

For and on behalf of UPLC

(“UPLC, Lucknow”)

(Witnesses)

(i)

(ii)

(Authorized Representative)

(Witnesses)

(i)

For and on behalf of Agency

(ii)

(Authorized Representative)

## 6.2. Definitions

### a. In this Agreement, unless the context requires otherwise:

- i. **"Applicable Law"** means the laws and any other instruments having the force of law in India for the time being.
- ii. **"Agency"** shall mean the Bidder Company after selection through the RFP with whom the order has been placed for supply and installation of LED outdoor display Boards as specified in this RFP/ Agreement.
- iii. **"Agreement"** means the contents of RFP and specifications including the annexure, and any further amendments issued by UPLC, of the RFP and contents of this Agreement. Notwithstanding the foregoing, in the event of a conflict between the Agreement and the RFP, the terms of this Agreement shall prevail.
- iv. **"Agreement Price / Value"** means the price payable to the Bidder under the Agreement for the full and proper performance of its contractual obligations.
- v. **"Bidder"** shall mean an Individual Company registered under the Companies Act, 1956 or a

Consortium of companies consisting of not more than three companies as defined in this document which participates in the Bidding process.

- vi. **“Bidder’s Representative”** means the person or the persons appointed by the Bidder from time to time to act on its behalf for overall co-ordination, supervision and Project management.
- vii. **“DIPR”** shall mean Directorate of Information & Public Relation, Uttar Pradesh
- viii. **“Day”** means calendar day.
- ix. **“Deliverables”** means the products, twelve months comprehensive warranty services agreed to be delivered by the Agency in pursuance of this Agreement as defined in the RFP.
- x. **“Effective Date”** means the date on which this Agreement is signed and executed by the parties hereto. If this Agreement is executed in parts, then the date on which the last of such Agreement is executed shall be construed to be the effective date.
- xi. **“Government”** or **“GoUP”** means the Government of Uttar Pradesh.
- xii. **“In writing”** means communicated in written form with proof of receipt.
- xiii. **“LED”** means Light-Emitting Diode. It is an electronic semiconductor device that emits light when an electric current passes through it. LEDs are used in many applications such as flat-screen video displays.
- xiv. **“Personnel”** means professionals and support staff provided by the Bidder and assigned to perform services or any part thereof.”
- xv. **“Performance Guarantee”** shall mean the guarantee provided by the Bidder in favor of UPLC for an amount specified in the RFP. The Performance Guarantee may be in the form of Demand Draft/ Banker’s Cheque/Bank Guarantee.
- xvi. **“Project”** shall mean Installation of 3 LEDs outdoor display Screens at the sites of Lucknow city along with 3 months of comprehensive maintenance and warranty under the scope defined in RFP.
- xvii. **“RFP”** or **“Request for Proposal”** means the documents containing the Qualification, Commercial and Legal Specifications. It includes Annexure(s) and the clarifications, explanations and amendments issued from time to time.
- xviii. **“Service Level Agreement (SLA)”** means the Level of Services to be provided by the Agency as provided in Section IV of the RFP
- xix. **“Sign-off”** shall mean a written certification issued by UPLC evidencing the acceptance, approval or completion, as the case may be, of any deliverable that may be required in terms of the Agreement.
- xx. **“Stakeholders”** includes UPLC & UPLC Employees; Directorate of Information & Public Relation, Uttar Pradesh and such other persons/entities that have direct or indirect role in the Project.



- xxi. **“Third Party”** means any person or entity other than the Government, UPLC, and Bidder.
  - xxii. **“UPLC’s Representative”** shall mean the person appointed by UPLC from time to time to act on its behalf at the site for overall coordination, supervision and Project management at site.
  - xxiii. **“UPLC”** shall mean U.P. Electronics Corporation Limited and shall include its legal representatives, successors and permitted assignees.
- b. References to any statute or statutory provision include a reference to that statute or statutory provision as from time to time amended, extended, re-enacted or consolidated and to all statutory instruments made pursuant to it.
  - c. Words denoting the singular shall include the plural and vice versa and words denoting persons shall include firms and corporations and vice versa.
  - d. The headings and use of bold type in this Agreement are for convenience only and shall not affect the interpretation of any provision of this Agreement.

### **6.3. Interpretation**

In this Agreement unless a contrary intention is evident:

- a. The section headings are for convenient reference only and do not form part of this Agreement;
- b. Unless otherwise specified a reference to a section number is a reference to all of its sub-sections;
- c. Unless otherwise specified a reference to a section or sub-section is a reference to a section or sub-section of this Agreement including any amendments or modifications to the same from time to time;
- d. A word in the singular includes the plural and a word in the plural includes the singular;
- e. A word importing a gender includes any other gender;
- f. A reference to a person includes a body corporate;
- g. A reference to legislation includes legislation repealing, replacing or amending that legislation;
- h. Where a word or phrase is given a particular meaning it includes the appropriate grammatical forms of that word or phrase which have corresponding meanings;
- i. In the event of an inconsistency between the terms of this Agreement and the RFP and the Bid, the terms hereof shall prevail.

#### **6.4. Representations & Warranties**

- a. The Agency warrants and represents to UPLC that:
  - i. it has full capacity and authority and all necessary approvals to enter into and to perform its obligations under this Agreement;
  - ii. this Agreement is executed by a duly authorized representative of Bidder;
  - iii. it shall discharge its obligations under this Agreement with due skill, care and diligence.
  - iv. The Agency should have experience in managing and providing services similar to those as given in the RFP and that it shall perform the services with all due skill, care and diligence
  - v. The services shall be rendered in conformance with all applicable laws, enactments, orders and regulations;
- b. In the event the Agency is unable to meet the obligations pursuant to the implementation of the Project, Operations and Maintenance & Provision of warranty and any related scope of work as stated in this Agreement, UPLC shall have the option to invoke the Performance Guarantee after serving a written notice of 30 (Thirty) days on the Agency.

#### **6.5. Scope of Work/Agreement**

- a. Scope of work shall be as defined in this Agreement, Scope of Work and the Service Level Agreement and annexes thereto of this RFP.
- b. UPLC has engaged the Agency for supply and installation of three (3) LEDs and thereafter 3 years of comprehensive warranty and maintenance. The Agency is required to perform the work during the term of this Agreement and includes all such processes and activities which are consistent with the proposals set forth in the Bid, the RFP and this Agreement and are deemed necessary by UPLC in order to meet its requirements (hereinafter 'Scope of Work').
- c. If any services, functions or responsibilities not specifically described in this Agreement are an inherent, necessary or customary part of the Services or are required for proper performance or provision of the Services in accordance with this Agreement, they shall be deemed to be included within the scope of the work to be delivered for the charges, as if such services, functions or responsibilities were specifically described in this Agreement.
- d. UPLC reserves the right to amend any of the terms and conditions with mutual agreement in relation to the Scope of Work and may issue any such directions which are not necessarily stipulated therein if it deems necessary for the fulfillment of the Scope of Work pursuant to the RFP.

## 6.6. Duration of the Agreement

This Agreement shall come into effect on \_\_\_\_2013 (hereinafter called the “Effective Date”) and shall continue up to the completion of 3 years of warranty period, subject to fulfillment of the rights and obligations of the Parties under the Agreement. This notice shall confirm that the conditions precedent and effectiveness conditions, if any, have been met.

## 6.7. Performance Guarantee

Within 15 (fifteen) days after the receipt of notification of award of the work (Letter of Intent) from UPLC the successful Bidder shall furnish performance guarantee to UPLC which shall be equal to 10% of the value of the Agreement and shall be in the form of a Bank Guarantee Bond or a DD/Banker’s cheque from a Scheduled Bank in the Proforma given in **Annexure - 2**.

## 6.8. Agency’s Obligations

- a. The Agency shall:
  - i. Provide goods and warranty services specified by UPLC and make available the necessary equipment/facilities/ services as may be necessary and other ‘Scope of Work’ requirements as specified in the RFP and changes thereof.
  - ii. Bring all the tools, equipments along with 2 or 4 strands (whichever necessary) to fix up the LEDs in the location/site specified by UPLC.
  - iii. Obtain all necessary approvals from the concerned departments before installing the LEDs on the site specified by DIPR/UPLC. However, DIPR shall provide full assistance in obtaining the requisite approvals.
  - iv. Be liable for any non-performance, non-compliance, breach or other loss and damage resulting either directly or indirectly by or on account of its team.
  - v. Ensure that the Agency’s Team is competent, professional and possesses the requisite experience appropriate to the task they are required to perform under this Agreement. The Agency shall ensure that the warranty services are performed through the efforts of the Agency’s Team, in accordance with the terms hereof and to the satisfaction of UPLC. Nothing in this Agreement relieves the Agency from its liabilities or obligations under this Agreement to provide the services in accordance with UPLC directions and requirements and as stated in this Agreement and the Bid to the extent accepted by UPLC.
  - vi. Liaise with UPLC’s representative for the proper coordination and timely completion of the works and on any other matters pertaining to the works.
- b. Reporting Progress:
  - i. Agency shall monitor progress of all the activities specified in the Agreement and submit free

of cost LEDs uptime report every six month to the DIPR/UPLC. UPLC on mutual agreement between both parties may change the periodicity of such reports. Formats for such reporting shall be discussed at the time of Agreement finalization.

- ii. Facilities/ services and/or labor to be provided by the Agency under the Agreement and the manner and speed of execution and maintenance of the work are to be conducted in a manner to the satisfaction of UPLC's representative in accordance with the Agreement.
  - iii. In case during the inspection work the progress falls behind schedule or does not meet the desired requirements, the Agency shall deploy extra manpower, resources, infrastructure to make up the progress or to meet the requirements. All time and cost effect in this respect shall be borne by the Agency.
- c. Knowledge of Infrastructure:
- i. The Agency's undertaking of this Agreement shall be deemed to mean that the Agency possesses the knowledge of all the requirements pertaining to the installation, Transportation, commissioning, as stipulated in the RFP including but not limited to environmental, geographical, demographic and physical conditions and all criteria required to perform the operations.
  - ii. The Agency shall be deemed to have understood the requirements and have satisfied himself contained in the Bidding documents, the quantities, nature of the works and equipments necessary for the completion of the works, etc. and in-general to have obtained himself all necessary information of all risks, contingencies and circumstances affecting his obligations and responsibilities therewith under the Agreement and his ability to perform it. However, if during the process of Inspection and/or Manpower deployment, Agency detects any obstructions affecting the work, the Agency shall take all measures to overcome them.
  - iii. Agency shall be deemed to have satisfied himself as to the correctness and sufficiency of the Agreement Price for the work. The consideration provided in the Agreement for the Agency undertaking the work shall cover all the Agency's obligation and all matters and things necessary for proper execution of the work in accordance with the Agreement and for complying with any instructions which UPLC's representative may issue in accordance with or in connection therewith and of any proper and reasonable measures which the Agency takes in the absence of specific instructions from UPLC's representative.

## **6.9. Agency's Team**

- a. The Agency shall be responsible for the deployment, transportation, accommodation and other requirements of its resources required for the execution of the work and for all costs/charges in connection thereof.
- b. The Agency shall provide and deploy manpower at the site identified by UPLC for carrying out the work.

- c. UPLC's representative may at any time object to and require the Agency to remove forthwith any authorized representative or employee of the Agency or any person(s) deployed by Agency, if in the opinion of UPLC's representative the person in question has mis-conducted himself or his deployment is otherwise considered undesirable by UPLC's representative the Agency shall forthwith remove and shall not again deploy the person in question of the work site without the written consent of UPLC's representative.

#### **6.10. Statutory Requirements**

- a. During the tenure of this Agreement nothing shall be done by the Agency in contravention of any law, act and/or rules/regulations, there under or any amendment thereof governing inter-alia customs, stowaways, foreign exchange etc. and shall keep UPLC indemnified in this regard.

#### **6.11. Administration**

- a. Either party may appoint any individual as their authorized representative through a written notice to the other party. Each representative shall have the authority to:
  - i. Exercise all of the powers and functions of his/her Party under this Agreement other than the power to amend this Agreement and ensure the proper administration and performance of the terms hereof and
  - ii. Bind his or her Party in relation to any matter arising out of or in connection with this Agreement.
- b. The Agency shall be bound by all undertakings and representations made by the authorized representative of the Agency and any covenants stipulated hereunder with respect to this Agreement for and on their behalf.
- c. For the purpose of execution or performance of the obligations under this Agreement UPLC's representative would act as an interface with the nominated representative of the Agency. The Agency shall comply with any instructions that are given by UPLC's representative during the course of this Agreement in relation to the performance of its obligations under the terms of this Agreement and the RFP.
- d. A Committee comprising of representatives from UPLC and the Agency shall meet on need basis to discuss any issues/bottlenecks being encountered. The Agency shall draw the minutes of these meetings and circulate to UPLC.

## **6.12. Right of Monitoring, Inspection and Periodic Audit**

- a. UPLC reserves the right to inspect and monitor/assess the progress of the work at any time during the course of the Agreement. UPLC may demand and upon such demand being made UPLC shall be provided with any document, data, material or any other information which it may require to enable it to assess the progress of the Project.

## **6.13. UPLC's Obligations**

### **a. Assistance and Exemptions**

UPLC shall use its best efforts to ensure that the UPLC shall:

- i. Coordinate with officials, agents and representatives of the Government to the extent as may be necessary or appropriate for the prompt and effective implementation of the Project.
- ii. Provide to the Agency and Personnel any such other assistance as may be specified in the Agreement.

### **b. Changes in the Applicable Law Related to Taxes and Duties**

If, after the date of this Agreement, there is any change in the Applicable Laws of India with respect to taxes and duties, whether direct or indirect, which are directly payable by the Agency, which increases or decreases the cost incurred by the Agency in performing the services, then the same shall be to the account of the Agency.

## **6.14. Risk Management**

Agency shall at his own expense adopt suitable Risk Management methodology to mitigate all risks assumed by the Agency under this Agreement. Agency shall underwrite all the risk related to its personnel deputed under this Agreement as well as all hardware components, tools and any other belongings of the Agency or their personnel during the entire period of their engagement in connection with this Agreement and take all essential steps to reduce and mitigate the risk. UPLC or GoUP will have no liability on this account.

## **6.15. Ownership of Equipments**

Directorate of Information & Public Relation, Uttar Pradesh/UPLC shall own the LEDs and related equipments supplied by the Agency in connection with this Agreement.

## **6.16. Indemnity**

- a. The Agency shall execute and furnish to UPLC a Deed of Indemnity in favour of "UPLC" in a form

and manner acceptable to UPLC, indemnifying UPLC from and against any costs, loss, damages, expense, claims including those from third parties or liabilities of any kind howsoever suffered, arising or incurred inter alia during and after the Agreement period out of:

- i. Any negligence or wrongful act or omission by the Agency or the Agency's Team in connection with or incidental to this Agreement; or
  - ii. A breach of any of the terms of Agency's Bid as agreed, the RFP and this Agreement by the Agency or the Agency's Team.
- b. The indemnity shall be to the extent of 100% in favour of UPLC.

### **6.17. Confidentiality**

- a. The Agency shall not use any Information including the name or the logo of Government of Uttar Pradesh except for the purposes of executing the work as specified under this Agreement;
- b. The Agency may only disclose Information With the prior written consent of UPLC.
- c. The Agency shall be liable to fully recompense UPLC for any loss of revenue arising from breach of confidentiality. UPLC reserves the right to adopt legal proceedings, civil or criminal, against the Agency in relation to a dispute arising out of breach of obligation by the Agency under this clause.
- d. The Agency shall not use any information which might have come to its knowledge in whatever manner during the discharge of its obligation under the Agreement for any purpose except strictly for discharging his obligation under the Agreement and no more.

### **6.18. Term and Extension of the Agreement**

- a. The term of this Agreement shall be for a period as indicated in the Agreement and Agreement shall come to an end on expiry of such period as per section 6.6.
- b. UPLC shall reserve the sole right to grant any extension to the term mentioned above on mutual agreement including fresh negotiations on terms and conditions.

### **6.19. Prices**

Prices quoted must be firm and shall not be subject to any upward revision on any account whatsoever throughout the period of Agreement for the scope of the Agreement.

## 6.20. Suspension of Work

- a. The Agency shall, if ordered in writing by UPLC's representative, temporarily suspend the works or any part thereof for such a period and such a time as ordered. The Agency shall not be entitled to claim compensation for any loss or damage sustained by him by reason of temporary suspension of the works as aforesaid. An extension of time for completion corresponding with the delay caused by any such suspension of the works as aforesaid shall be granted to the Agency, if request for same is made and that the suspension was not consequent to any default or failure on the part of the Agency. In case the suspension of works is not consequent to any default or failure on the part of the Agency and lasts for a period of more than 4 months, the Agency shall have the option to request UPLC to terminate the Agreement with mutual consent.
- b. In the event that UPLC suspends the progress of work for any reason not attributable to the Agency for a period in excess of 30 days in aggregate, rendering the Agency to extend his performance guarantee then UPLC shall bear only the cost of extension of such bank guarantee for such extended period restricted to the normal bank rates as applicable in the international banking procedures subject to the Agency producing the requisite evidence from the bank concerned.

## 6.21. Completion of work as per Agreement

Unless terminated earlier, the Agreement shall terminate on the completion of term as specified in the Agreement.

## 6.22. Payment Schedule

- a. Payments will be released by UPLC only on satisfactory acceptance of the Inspection Certificate delivered against each milestone as specified in the schedule below

Milestone	Milestone Particulars	Payment Schedule
Milestone 1	Supply, Installation and Acceptance of the LEDs by DIPR	80% of the Contract Value
Milestone 2	Completion of 1 <sup>st</sup> year of warranty & maintenance period	5% of the Contract Value
Milestone 3	Completion of 2 <sup>nd</sup> year of warranty & maintenance period	5% of the Contract Value
Milestone 4	Completion of 3 <sup>rd</sup> year of Warranty & maintenance period	10% of the Contract Value

- b. Additionally, all payments to be made to the Agency shall be inclusive of all statutory levies,



duties, taxes and other charges whenever levied/applicable. Any increase in rates of all applicable direct or indirect taxes (central or state or local), rates, duties, charges and levies (central or state or local); will be to the account of Agency.

- c. The Agency shall also bear all personal/income taxes levied or imposed on its personnel on account of payment received under this Agreement. Agency shall further bear all income/corporate taxes, levied or imposed on account of payments received by it from the UPLC for the work done under this Agreement.

### **6.23. Invoicing**

- a. In respect of its remuneration, the Agency shall be eligible to receive in accordance with the Terms of Payments Schedule. Subject to the specific terms of each Service Level Agreement, the Agency submit its invoices in accordance with the following principles:
  - i. UPLC shall be invoiced by the Agency for the supply and installation of LEDs and Warranty Services.
  - ii. The Agency shall raise an invoice as per the terms of payment as stated in the Payment Schedule as per the section 6.22.
  - iii. The invoice shall be submitted along with the necessary approval/sign-off/acceptance certification for the respective deliverables linked with the payment milestone, failing which the UPLC reserves the right to reject the invoices.
  - iv. UPLC shall be entitled to delay or withhold payment of any invoice or part of it delivered by the Agency where UPLC disputes such invoice or part of it provided that such dispute is bona fide. The withheld amount shall be limited to that which is in dispute. The disputed amount shall be settled in accordance with the procedure as set out in the RFP. Any exercise by UPLC/DIPR under this Section shall not entitle the Agency to delay or withhold provision of the supply of Goods and Warranty Services.
  - v. Payment for invoices shall be made within 45 working days of the receipt of Invoice by UPLC upon completion of the said activities as mentioned in the Agreement.

### **6.24. Events of Default by the Agency**

The failure on the part of the Agency to perform any of its obligations or comply with any of the terms of this Agreement shall constitute an event of default on the part of the Agency. The events of default as mentioned above may include but not limited to inter alia the following also:

- a. The Agency has failed to perform any instructions or directives issued by UPLC which it deems proper and necessary to execute the scope of work under the Agreement or
- b. The Agency has failed to adhere to any of the key performance indicators as laid down in the

Agreement or if the Agency has fallen short of matching such standards/targets as UPLC may have designated with respect to any task necessary for the execution of the scope of work under this Agreement. The above mentioned failure on the part of the Agency may be in terms of failure to adhere to timelines, specifications, requirements or any other criteria as defined by UPLC.

- c. The Agency has failed to remedy a failure to perform its obligations in accordance with the specifications issued by UPLC despite being served with a default notice which laid down the specific deviance on the part of the Agency to comply with any stipulations or standards as laid down by UPLC or
- d. The Agency/Agency's Team has failed to conform with any of the Service/Facility Specifications/standards as set out in the scope of work of this RFP or has failed to adhere to any amended direction, modification or clarification as issued by UPLC during the term of this Agreement and which UPLC deems proper and necessary for the execution of the scope of work under this Agreement.
- e. The Agency has failed to demonstrate or sustain any representation or warranty made by it in this Agreement with respect to any of the terms of its Bid or the RFP and this Agreement.
- f. There is a proceeding for bankruptcy, insolvency, winding up or there is an appointment of receiver, liquidator, assignee, or similar official against or in relation to the Agency.
- g. The Agency/Agency's Team has failed to comply with or is in breach or contravention of any applicable laws.
- h. Where there has been an occurrence of such defaults inter alia as stated above, UPLC shall issue a notice of default to the Agency, setting out specific defaults/deviances/omissions and providing a notice of Thirty (30) days to enable such defaulting party to remedy the default committed.
- i. Where despite the issuance of a default notice to the Agency by UPLC, the Agency fails to remedy the default to the satisfaction of the UPLC, UPLC may, where it deems fit, issue to the defaulting party another default notice or proceed to adopt such remedies as may be available to UPLC.

## **6.25. Consequences in Event of Default**

- a. Where an Event of Default subsists or remains uncured beyond permissible or reasonable time, UPLC shall be entitled to the following: for cases where permissible time is not indicated in the Agreement, UPLC will decide, at its discretion, the quantum of reasonable time to cure the default.

- i. Impose any such obligations and conditions and issue any clarifications as may be necessary to inter alia ensure smooth continuation of the services and the Project which the Agency shall be obliged to comply with which may include unilateral re-determination of the consideration payable to the Agency hereunder. The Agency shall in addition take all available steps to minimize loss resulting from such event of default.
- b. UPLC may by a written notice of suspension to the Agency, suspend all payments to the Agency under the Agreement provided that such notice of suspension:
  - i. Shall specify the nature of the failure and
  - ii. Shall request the Agency to remedy such failure within a specified period from the date of receipt of such notice of suspension from UPLC to the Agency.
- c. UPLC reserves the right to terminate the Agreement with 30 days notice.

#### **6.26. Termination of the Agreement by Agency**

- a. UPLC retain such amounts from the payment due and payable by UPLC to the Agency of overall Agreement value for 1 year as may be required to offset any losses caused to UPLC as a result of such event of default and the Agency shall compensate UPLC for any such loss, damages or other costs, incurred by UPLC in this regard. Nothing herein shall affect the continued obligation of the Agency to perform all their obligations and responsibilities under this Agreement in an identical manner as were being performed before the occurrence of the default.
- b. Invoke the Performance Bank Guarantee and other Guarantees furnished hereunder, enforce the deed of indemnity, recover such other costs/losses and other amounts from the Agency may have resulted from such default and pursue such other rights and/or remedies that may be available to UPLC under law.

#### **6.27. Termination**

##### **a. By UPLC:**

UPLC may terminate this Agreement in case of the occurrence of any of the events specified in paragraphs (i) through (vii) of this **Section 6.27 (a)**. In such an occurrence "UPLC" shall give a not less than thirty (30) days' written notice of termination to the Agency, and sixty (60) days' in case of the event referred to in (viii).

- i. If the Agency fails to remedy a failure in the performance of its obligations hereunder, as specified in a notice of suspension pursuant to **Section 6.20** hereinabove, within thirty (30)

days of receipt of such notice of suspension or within such further period as UPLC may have subsequently approved in writing.

- ii. If the Agency becomes insolvent or goes into liquidation or receivership whether compulsory or voluntary. Conversely if UPLC apprehends a similar event regarding the Agency, it can exercise the right of termination in the manner stated hereinabove.
  - iii. If the Agency fails to comply with any final decision reached as a result of arbitration proceedings.
  - iv. If the Agency, in the judgment of UPLC, has engaged in corrupt or fraudulent practices in competing for or in executing this Agreement.
  - v. If the Agency submits to UPLC a false statement which has a material effect on the rights, obligations or interests of UPLC.
  - vi. If the Agency places itself in position of conflict of interest or fails to disclose promptly any conflict of interest to UPLC.
  - vii. If the Agency fails to provide the quality services as envisaged under this Agreement. The Committee shall be constituted to monitor the progress of the services. This Committee shall make judgment regarding the poor quality of the services, the reasons for which shall be recorded in writing. The Committee may decide to give 15 days time to the Agency to improve the quality of the services and Agency fails to improve the quality of services.
  - viii. If, as the result of Force Majeure, the Agency is unable to perform a material portion of the services for a period of not less than sixty (60) days.
  - ix. If UPLC, in its sole discretion and for any reason whatsoever, decides to terminate this Agreement.
- b. UPLC reserves the right to terminate the Agreement in case Agency gets blacklisted by any other Ministry/Department of Government of India or State Governments during the course of the project or if Agency is convicted in a legal/tax evasion case or on account of any other legal misconduct of the Agency.
- c. On termination of this Agreement for any reason, the SLAs shall automatically terminate forthwith except those that are specified to operate on termination of Agreement and UPLC will decide the appropriate course of action.
- d. The termination provisions set out in this Agreement shall also apply to the SLAs.
- e. **By the Agency:**

The Agency may terminate this Agreement, by not less than Ninety (90) days' written notice to "UPLC", in case of the occurrence of any of the events specified in paragraphs (i) through (iv) of this Clause:

- i. If UPLC fails to pay any money due to the Agency pursuant to this Agreement and not subject to dispute pursuant to this Agreement hereof within forty-five (45) days after receiving written notice from the Agency that such payment is overdue.
- ii. If, as the result of Force Majeure, the Agency is unable to perform a material portion of the services for a period of not less than sixty (60) days.
- iii. If UPLC fails to comply with any final decision reached as a result of arbitration pursuant to this Agreement.
- iv. If UPLC is in material breach of its obligations pursuant to this Agreement and has not remedied the same within forty-five (45) days (or such longer period as the Agency may have subsequently approved in writing) following the receipt by UPLC of the Agency's notice specifying such breach.

**f. Cessation of Rights & Obligations:**

Upon termination of this Agreement hereof, or upon expiration of this Agreement hereof, all rights and obligations of the Parties hereunder shall cease, except:

- i. Such rights & obligations as may have accrued on the date of termination or expiration
- ii. The obligation of confidentiality set forth in the Agreement hereof,
- iii. The Agency's obligation to permit inspection, copying and auditing of their accounts and records and any right which a Party may have under the Applicable Law

**g. Cessation of Services:**

Upon termination of this Agreement by notice of either Party to the other pursuant to the Agreement hereof, the Agency shall, immediately upon dispatch or receipt of such notice, take all necessary steps to bring the work to a close in a prompt and orderly manner and shall make every reasonable effort to keep expenditures for this purpose to a minimum. Services by the Agency should continue at least for a period of 30 days unless UPLC waives such period.

**h. Payment upon Termination:**

Upon termination of this Agreement pursuant to Section 6.27 hereof, "UPLC" shall make the following payments to the Agency:

- i. If the Agreement is terminated pursuant to Section 6.27 (a) (viii, ix) or 6.27 (e), payment due pursuant to Payment Schedule hereof for services satisfactorily performed prior to the effective date of termination,
- ii. If the Agreement is terminated pursuant to Section 6.27 (a) (i) to (vii), the Agency shall not be entitled to receive any payments upon termination of the Agreement. Under such circumstances, upon termination, UPLC may also impose liquidated damages as per the provisions of this Agreement. The Agency will be required to pay any such liquidated damages UPLC within 30 days of termination date.

**i. Disputes about Events of Termination:**

If either Party disputes whether an event specified in paragraphs (i) through (vii) of Section 6.27 (a) or in Section 6.27 (e) hereof has occurred, such Party may, within forty-five (45) days after receipt of notice of termination from the other Party, refer the matter to 6.32 hereof, and this Agreement shall not be terminated on account of such event except in accordance with the terms of any resulting arbitral award.

**6.28. Consequences of Termination**

- a. In the event that UPLC, or the Agency, terminates this Agreement then depending on the event of default, compensation will be decided in accordance with the Payment Schedule as per section 6.22 including other aspects such as cost of selection of alternate Agency, penalties, payments etc.
- b. Upon termination of this Agreement, the Parties will comply with the Exit Management Schedule as contained in Schedule I to the Agreement.

**6.29. Penalty**

In the event, the Agency fails to meet the Project responsibilities as stipulated in the SLAs or any damages caused by Agency including its employees, contractors to UPLC/GoUP properties, personnel, data etc, the Agency shall be liable for penalty as per the RFP. UPLC without prejudice to his other rights and remedies, to deduct from the Price as payable in terms of this Agreement, or receive as payment, at the discretion of UPLC, the penalties that are imposed in terms of this Agreement.

**6.30. Liquidated Damages**

In the event, the Agency (i) fails to meet the milestones provided as per the RFP, UPLC shall without prejudice to his other rights and remedies, reserve the right to invoke the entire performance guarantee and even terminate the Agreement.

The parties hereby agree that due to negligence of any party, if the other party suffers losses, damages the quantification of which may be difficult, a reasonable estimate of the damages shall be constructed and both the parties agrees to pay such liquidated damages, as per the provisions of this Agreement. The amount of liquidated damages under this Agreement shall not exceed 10% of the total value of the Agreement.

### **6.31. Approvals**

The Agency shall be responsible for obtaining approvals for any Statutory and Regulatory requirements (if any) from the authorities. Further, the Agency shall be responsible to get required documentation completed for obtaining such approvals. The Agency shall undertake to do all such acts and deeds as required to ensure that the approvals are obtained only with prior approval of department. UPLC shall extend all reasonable assistance to the Agency in this regard.

### **6.32. Dispute Resolution**

#### **a. Amicable Settlement**

Performance of the Agreement is governed by the terms and conditions of the Agreement. In case a dispute arises between the parties regarding any matter under the Agreement, either Party of the Agreement may send a written Notice of Dispute to the other party. The Party receiving the Notice of Dispute will consider the Notice and respond to it in writing within 30 days after receipt. If that party fails to respond within 30 days, or the dispute cannot be amicably settled within 60 days following the response of that party, **Section 6.32 (b)** shall become applicable

#### **b. Arbitration**

- i. Any dispute or difference whatsoever arising between the parties to the Agreement out of or relating to the construction, meaning, scope, operation or effect of the Agreement or validity of the breach thereof, which cannot be resolved through negotiation process, shall be referred to a sole Arbitrator to be mutually agreed by both the parties. In the event of disagreement between the parties the sole Arbitrator shall be appointed by GoUP. The Provision of Arbitration and Conciliation Act 1996 shall apply. The Arbitration shall be held in Lucknow, India and the language shall be English only.
- ii. Subject to the above, the Courts at Lucknow only shall have jurisdiction in this matter.

#### **c. Adjudication by Regulator Authority or Commission**

In the event of constitution of a statutory Regulatory authority or Commission appointed by GoUP with powers to adjudicate upon disputes between UPLC and the Agency, all Disputes arising after such constitution shall instead of reference to arbitration under Section 6.33 (b), be adjudicated upon by such Regulatory Authority or Commission in accordance with the Applicable Law and all references to Dispute Resolution Procedure shall be construed accordingly. For the avoidance of doubt, the Parties hereto agree that the adjudication hereunder shall not be final and binding until an appeal against such adjudication has been decided by an appellate tribunal or High Court, as the case may be, or no such appeal has been preferred within the time specified in the Applicable Law.

#### **d. Arbitration Decision**

The decision of the Arbitrator shall be final and binding upon both parties.

**e. Arbitration Expenses**

The expenses of the arbitrator as determined by the arbitrator shall be shared equally by UPLC and the Agency. However, the expenses incurred by each party in connection with the preparation, presentation shall be borne by the party itself. All arbitration awards shall state the reasons for the award.

**f. The provisions of Dispute Resolution clause shall survive termination.**

**6.33. Limitation of the Bidder's Liability towards UPLC**

- a. Except in case of gross negligence or willful misconduct on the part of the Agency in carrying out the work, the Agency, with respect to damage caused by the Agency to UPLC's property, shall not be liable to UPLC:
  - i. for any indirect or consequential loss or damage;
  - ii. for any direct loss or damage that exceeds the total value of the Agreement or the proceeds the Agency may be liable to receive from any insurance maintained by the Agency to cover such a liability, whichever is higher
- b. This limitation of liability shall not affect the Agency's liability, if any, for damage to Third Parties caused by the Agency or any person or firm acting on behalf of the Agency in carrying out the Services.
- c. There shall be no limitation of liability in case of any damages for bodily injury (including death) and damage to real property and tangible personal property.
- d. Neither this Agreement nor the SLAs grant or create any rights, benefits, claims, obligations or causes of action in, to or on behalf of any person or entity (including any third party) other than between the respective Parties to this Agreement or the SLAs, as the case may be.
- e. Any claim or series of claims arising out or in connection with this Agreement or the SLA shall be time barred and invalid if legal proceedings are not commenced by the relevant Party against the other Party within a period of Thirty Six months from the date when the cause of action first arose or within such longer period as may be permitted by applicable law without the possibility of contractual waiver or limitation.
- f. UPLC shall be entitled to claim the remedy of specific performance under this Agreement or the SLAs.

**6.34. Conflict of Interest**

- a. The Agency shall hold UPLC's interest paramount, without any consideration for future work and strictly avoid conflict with other assignment or its own corporate interest.



- b. The Agency should not be engaged in any such business (excluding any work assigned to them by UPLC) which has conflict of interest with the Project for which the Bids are being submitted.
- c. Interest with one or more parties in this Bidding process. Participation by Bidder(s) with a conflict of interest situation would be examined by UPLC and appropriate decision would be taken which may also include disqualification of all Bids in which it is involved.

UPLC considers a conflict of interest to be a situation in which a party has interests that could improperly influence that party's performance of official duties or responsibilities, contractual obligations, or compliance with applicable laws and regulations, and that such conflict of interest may contribute to or constitute a prohibited corrupt practice. The Agency may be considered to be in a conflict of interest with one or more parties in this Bidding process if, including but not limited to:

- a. receive or have received any direct or indirect subsidy from any of them; or
- b. have common controlling shareholders; or
- c. have the same legal representative for purposes of this Bid; or
- d. have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidder, or influence the decisions of the UPLC regarding this Bidding process; or UPLC policy requires that a firm participating in a procurement process shall not have a conflict of interest. Any firm found to have a conflict of interest shall be ineligible for award of a Contract.
- e. A firm shall be considered to have a conflict of interest if:
  - i. such firm is providing consulting/monitoring services directly related to providing goods, works, or non-consulting services for the preparation or implementation of the Project to be Bid for. This provision does not apply to the various firms (consultants, contractors, or Agency) which together are performing the Contractor's obligations under a turnkey or design and built Contract; or
  - ii. such firm (including its personnel) has a close business or family relationship with a professional staff of UPLC or;
  - iii. who are directly or indirectly involved in the preparation of the Bidding documents or specifications of the Agreement, and/or the Bid evaluation process of the Agreement.
- f. The Bidder participates in more than one Bid in this Bidding process. Participation by Bidder in more than one Bid will result in the disqualification of all Bids in which it is involved; or
- g. if the Bidder get associated as Consultant/Advisor/Third party independent evaluating agency with any of the agencies taking part in the Bid process.

### **6.35. Governing Language**

The Agreement shall be written in English language. All correspondence and other documents pertaining to the Agreement that are exchanged by parties shall be written in English language only.

### **6.36. “No Claim” Certificate**

The Agency shall not be entitled to make any claim, whatsoever against UPLC under or by virtue of or arising out of this Agreement, nor shall UPLC entertain or consider any such claim, if made by the Agency after he shall have signed a “No claim” Certificate in favor of UPLC in such forms as shall be required by UPLC after the works are finally accepted.

### **6.37. Publicity**

The Agency shall not make or permit to be made a public announcement or media release about any aspect of this Agreement unless UPLC first gives the Agency its written consent.

### **6.38. Force Majeure**

#### **a. Definition**

- i. For the purposes of this Agreement, “Force Majeure” means an event which is beyond the reasonable control of a Party, is not foreseeable, is unavoidable, and not brought about by or at the instance of the Party claiming to be affected by such events and which has caused the non-performance or delay in performance, and which makes a Party’s performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible in the circumstances, and includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood or other adverse weather conditions, strikes, lockouts or other industrial action (except where such strikes, lockouts or other industrial action are within the power of the Party invoking Force Majeure to prevent), confiscation or any other action by Government agencies.
- ii. Force Majeure shall not include (1) any event which is caused by the negligence or intentional action of a Party or such Party’s Sub-Contractors or agents or employees, nor (2) any event which a diligent Party could reasonably have been expected both to take into account at the time of the conclusion of this Agreement, and avoid or overcome in the carrying out of its obligations hereunder.
- iii. Subject to **Section 6.38 (b)**, Force Majeure shall not include insufficiency of funds or failure to make any payment required hereunder

- b. No Breach of Agreement: The failure of a Party to fulfil any of its obligations hereunder shall not be considered to be a breach of, or default under, this Agreement insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event has taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of this Agreement.
- c. Measures to be taken
- i. A Party affected by an event of Force Majeure shall continue to perform its obligations under the Agreement as far as it is reasonably practical, and shall take all the reasonable measures to minimize the consequences of any event of Force Majeure
  - ii. A Party affected by an event of Force Majeure shall notify the other Party of such event as soon as possible, and in any case not later than two (2) days following the occurrence of such event, providing evidence of the nature and cause of such event, and shall similarly give written notice of the restoration of normal conditions as soon as possible
  - iii. Any period within which a Party shall, pursuant to this Agreement, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure
  - iv. During the period of an event of Force Majeure, the Agency, upon instructions by UPLC, shall continue with the services to the extent possible, in which case the Agency shall continue to be paid under the terms of this Agreement.
  - v. In the case of disagreement between the Parties as to the existence or extent of Force Majeure, the matter shall be settled according to Section 6.33.

In the event the Force Majeure substantially prevents, hinders or delays the Agency performance of services necessary for the operation of UPLC's critical business functions for a period in excess of 15 days, UPLC may declare that an emergency exists. UPLC will issue a notice to the Agency to resume normal services at all affected sites and for all operations within a period of seven days. In the event that the Agency is not able to resume services within the next 7 days, UPLC may terminate the Agreement and/or obtain substitute performance from an alternate Agency and costs incurred by UPLC in obtaining such services from alternate Agency shall be recovered by UPLC from Agency. However, the event of force Majeure is to be reviewed under two categories i.e. prior to commencement of operations and post commencement of operations respectively.

**i. Prior to commencement of operations:** If the event of Force Majeure occurs prior to commencement of operations and continues for a period in excess of ten days, then UPLC will grant a period of 7 days to the Agency to resume normal activities under this Agreement. In case the default continues, then UPLC may discuss the issue with the Agency and revise the existing timelines for the Project. If the Agency does not complete the Project Implementation in accordance with the revised timelines, UPLC will have the option to invoke the Performance Guarantee and/or terminate this Agreement.

- ii. Post commencement of operations:** If the event of Force Majeure occurs post commencement of operations and continues for a period in excess of five days, then UPLC will grant a period of 7 days to the Agency to resume normal services under this Agreement. In case the default continues, UPLC may grant an extension of time to the Agency for rectifying the situation. However, UPLC will deduct for each day of the extension period a percentage proportionate to the number of days and the affected areas/s from the next payable amount as per Payment Schedule. If there is any further delay despite the extended period, UPLC will have the option to invoke the Performance Guarantee and/or terminate the Agreement.
- d. All payments pursuant to termination due to Force Majeure event shall be in accordance with the Terms of Payment Schedule.
- e. Notwithstanding the terms of this Section, the failure on the part of the Agency under the Agreement any SLA to implement any disaster contingency planning and back-up and other data safeguards in accordance with the terms of the SLA against natural disaster, fire, sabotage or other similar occurrence shall not be an event of force Majeure.

## **6.39. General**

### **6.39.1. Relationship between the Parties**

Nothing contained herein shall be construed as establishing a relationship of master and servant or of principal and agent as between "UPLC" and the "Agency". The Agency, subject to this Agreement, has complete charge of Personnel performing the services and shall be fully responsible for the services performed by them or on their behalf hereunder.

### **6.39.2. Sub Contracting**

The Bidder shall not assign to others, in whole or in part, their obligation to perform under the Agreement.

### **6.39.3. Governing Law**

This Agreement, its meaning and interpretation, and the relation between the Parties shall be governed by the Applicable Laws in India.

#### **6.39.4. Jurisdiction of Courts**

The courts of India at Lucknow will have exclusive jurisdiction to determine any proceeding in relation to this Agreement.

#### **6.39.5. Compliance with Laws**

Each Party to this Agreement and the SLAs accept that its individual conduct shall (to the extent applicable to it) at all times comply with all applicable laws, rules and regulations. For the avoidance of doubt the obligations of the Parties to this Agreement and the SLA are subject to their respective compliance with all applicable laws and regulations.

#### **6.39.6. Notices**

- a. Any notice or other document, which may be given by either Party under this Agreement or under the SLAs, shall be given in writing in person or by Registered Post or by facsimile transmission.
- b. In relation to a notice given under this Agreement or the SLAs, any such notice or other document shall be addressed to the other Party's principal or registered office address as set out in the RFP.
- c. Any notice or other document shall be deemed to have been given to the other Party (or, if relevant, its relevant associated Company) when delivered (if delivered in person) if delivered between the hours of 10.00 A.M. and 5.00 P.M. at the address of the other Party set forth above or if sent by fax, provided the copy fax is accompanied by a confirmation of transmission, or on the next working day thereafter if delivered outside such hours, and 7 days from the date of posting (if by letter).
- d. Either Party to this Agreement or to the SLA may change its address, telephone number, facsimile number and nominated contact for notification purposes by giving the other reasonable prior written notice of the new information and its effective date.

#### **6.39.7. Modification**

Any modification of this Agreement shall be in writing and signed by an authorized representative of each Party.

#### **6.39.8. Ethics**

Agency represents, warrants and covenants that it has given no commitments, payments, gifts, kickbacks, lavish or expensive entertainment, or other things of value to any employee or agent of UPLC, or the Department or its nominated agencies in connection with this Agreement and

acknowledges that the giving of any such payment, gifts, entertainment, or other things of value is strictly in violation of UPLC's standard policies and may result in cancellation of this Agreement.

#### **6.40. Exit Management**

- a. The exit management period starts, in case of expiry of Agreement, on the date when the Agreement comes to an end or in case of termination of Agreement, on the date when notice of termination is sent to the Agency. The exit management period ends on the date agreed upon by the parties (UPLC & Agency) or Six months after the beginning of the exit management period, whichever is earlier.
- b. UPLC shall be entitled to serve notice in writing on the Agency at any time during the exit management period as detailed hereinabove requiring the Agency to provide UPLC with a complete and up to date list of the Assets.
- c. in the event, if the Assets to be transferred are mortgaged to any financial institutions by the Agency, the Agency shall ensure that all such liens and liabilities have been cleared beyond doubt, prior to such transfer. All documents regarding the discharge of such lien and liabilities shall be furnished to UPLC.
- d. In case of termination, UPLC/GoUP shall pay to the Agency on the last day of the exit management period such sum representing the Net Block (procurement price less) of the Assets to be transferred as stated in the Terms of Payment Schedule.
- e. Before the expiry of the exit management period, all Project Assets including the hardware, software, documentation and any other infrastructure shall have been renewed and cured of all defects and deficiencies as necessary so that the Project is compliant with the Specifications and Standards set forth in the RFP, Agreement and any other amendments made during the Agreement period;
- f. Before the expiry of the exit management period, the Agency delivers relevant records and reports pertaining to the Project and/or all operation and maintenance records and manuals pertaining thereto and complete as on the Divestment Date;
- g. Before the expiry of the exit management period, the Agency returns all the records stored to UPLC or its nominee;
- h. On request by UPLC or any third party appointed by UPLC, the Agency shall effect such assignments, transfers, licenses and sub-licenses related to any hardware or software Contract between Agency and any third party, in favour of UPLC or any third party appointed by UPLC if it is required by UPLC or any third party appointed by UPLC and is reasonably necessary for the continuation of services by UPLC or any third party appointed by UPLC; and
- i. The Agency complies with all other requirements as may be prescribed under Applicable Laws to complete the divestment and assignment of all the rights, title and interest of the

Agency in the supply free from all Encumbrances absolutely and free of any charge or tax to UPLC or its nominee.

- j. On request by UPLC, the Agency shall effect such assignments, transfers, licenses and sub-licenses as UPLC may require in favor of UPLC, or its Replacement Agency in relation to any equipment, maintenance or warranty service provision contract between Agency and third party lessors, Agencies, and which are related to the warranty services and reasonably necessary for the carrying out of replacement of goods and warranty services by UPLC or its Replacement Agency.

#### **6.41. Miscellaneous provisions**

- a. Nothing contained in this Agreement shall be construed as establishing or creating between the Parties, a relationship of master and servant or principal and agent.
- b. Any failure or delay on the part of any Party to exercise right or power under this Agreement shall not operate as waiver thereof.
- c. The Agency shall notify UPLC of any material change in their status, in particular, where such change would impact on performance of obligations under this Agreement.
- d. The Agency shall be jointly and severally liable to and responsible for all obligations towards UPLC for performance of works including that of its Associates under the Agreement.
- e. The Agency shall at all times indemnify and keep indemnified UPLC/Government of Uttar Pradesh against any claims in respect of any damages or compensation payable in consequences of any accident or injury sustained or suffered by its (Agency) employees or agents or by any other 3rd Party resulting from or by any action, omission or operation conducted by or on behalf of the Agency.
- f. The Agency shall at all times indemnify and keep indemnified UPLC/Government of Uttar Pradesh against any and all claims by Employees, Workman, Contractors, Agency, agent(s), employed engaged or otherwise working for the Agency, in respect of wages, salaries, remuneration, compensation or the like.

All claims regarding indemnity shall survive the termination or expiry of the Agreement

**SECTION VII**

**Format for Response to  
RFP: Qualification Bid**



## Section VII- Format for Response to RFP: Qualification Bid

### 7.1. Format 1 – Proposal Covering Letter

[Date]

To,

The Managing Director

U.P. Electronics Corporation Limited

10, Ashok Marg, Lucknow - 226001

Tel: 0522-4130303, 2286808, 2286809, +91-9235567201 Fax: 0522-2288583

E-mail: md@upclko.in, upclko@gmail.com

Website: <http://www.uplc.in>

**Ref: Request for Proposal (RFP): Qualification Bid for 'Selection of Agency for Supply and Installation of LED outdoor Display Boards in Lucknow'.**

Dear Sir,

Having examined the RFP, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and Installation of outdoor LED Display Boards inclusive of 36 months comprehensive warranty as required and outlined in the RFP for Selection of Agency for Supply and Installation of LED outdoor Display Boards in Lucknow.

We attach hereto the qualification response as required by the RFP, which constitutes our proposal.

We undertake that, if our proposal is accepted, we shall adhere to the scope of work (Supply and installation of 3 LEDs and warranty for a period of 3 years from the date of successful installation of LEDs) or such adjusted plan as may subsequently be mutually agreed between us and the UPLC or its appointed representatives.

If our proposal is accepted, we will obtain a Performance Guarantee in the format given in the RFP issued by a Scheduled Bank in India, acceptable to the UPLC, for a sum equivalent to 10% of the total price as quoted in our commercial proposal for the due performance of the Agreement.

We agree for unconditional acceptance of all the terms and conditions set out in the RFP and also agree to abide by this RFP response for a period of six months from the date fixed for Bid opening and it shall remain binding upon us with full force and virtue, until within this period a formal Agreement is prepared and executed, this RFP response, together with your written acceptance thereof in your notification of award, shall constitute a binding Agreement between us and the UPLC.

We confirm that the information contained in this proposal or any part thereof, including its exhibits,



**7.2. Format 2 - General Information about the Bidder**

<b>Details of the Bidder/Prime Bidder (Company)</b>				
1.	Name of the Bidder/Prime Bidder			
2.	Address of the Bidder			
3.	Status of the Company (Public Ltd/Pvt. Ltd)			
4.	Details of Incorporation of the Company		Date:	
			Ref. #	
5.	Details of Commencement of Business		Date:	
			Ref. #	
6.	Valid Sales tax registration no.			
7.	Valid Service tax registration no.			
8.	Permanent Account Number (PAN)			
9.	Name & Designation of the contact person to whom all references shall be made regarding this RFP			
10.	Telephone No. (with STD Code)			
11.	E-Mail of the contact person:			
12.	Fax No. (with STD Code)			
13.	Website			
14.	Financial Details (as per audited Balance Sheets) (in Crores)			
15.	Year	2011-2012	2010-2011	2009-2010
16.	Turn Over			
<b>Details of the members of the Consortium (Please attach Consortium Agreement)</b>				
17.	Name of the Bidder (member of Consortium)			
18.	Address of the Bidder			
19.	Status of the Company (Public Ltd./Pvt. Ltd)			
20.	Details of Incorporation of the Company		Date:	
			Ref. #	

21.	Details of Commencement of Business	Date:		
		Ref. #		
22.	Valid Sales tax registration no.			
23.	Valid Service tax registration no.			
24.	Permanent Account Number (PAN)			
25.	Name & Designation of the Contact Person			
26.	Telephone No. (with STD Code)			
27.	E-Mail of the Contact Person:			
28.	Fax No. (with STD Code)			
29.	Website			
30.	Financial Details (as per audited Balance Sheets) (in Cr)			
31.	Year	2011-2012	2010-2011	2009-2010
32.	Turn Over			

**7.3. Format 3 - Qualification Check List**

S. No.	Clause	Documents Required	Compliance (Yes/No)	Pg No.
1.	The Bidder (Prime Bidder and all members in case of a Consortium) should be registered under Companies Act, 1956 in India and should have been in operation for a period of at least 3 years in India.	<ul style="list-style-type: none"> <li>• Certificate of Incorporation.</li> <li>• Certificate of Commencement of Business issued by the Registrar of Companies.</li> <li>• Memorandum and Articles of Association.</li> <li>• Annual Reports for the last 3 years.</li> </ul>		
2.	<p>In case of a Consortium Bid, the Prime Bidder would need to submit a duly notarized Agreement with the other members of Consortium for the Contract clearly indicating the division of work with respect to the Scope of Work (naming relevant clauses and sub-clauses) and their relationship. The Agreement should be prepared on a Non Judicial stamp paper of requisite value.</p> <p>The Agreement concluded by the Prime Bidder and Consortium members should also be addressed to the UPLC clearly stating that the Agreement is applicable to this RFP and shall be binding on them for the Contract period.</p>	Consortium Agreement on a Non Judicial stamp paper duly notarized.		
3.	The Authorized Signatory signing the Bid on behalf of the Bidder (Prime Bidder in case of a Consortium) should be duly authorized by the Board of Directors of the Bidding Company to sign the Bid and the Contract/Agreement on their behalf.	A Certificate from the Company Secretary of the Bidder certifying that the Bid signatory is authorized by the Board of Directors of the Company to do so, with resolution number and date.		

S. No.	Clause	Documents Required	Compliance (Yes/No)	Pg No.
4.	The Bidder (Prime Bidder in case of a Consortium) should be an established Original Equipment Manufacturer (OEM) of LED Display Board/Screen or OEM's authorized Dealer/Supplier in India and should have been in this business for a period exceeding three years as on 31.03.2013.	<ul style="list-style-type: none"> <li>In case of Authorized Dealer/ supplier, Authorization certificate of respective OEM of LED Display to be proposed for this Tender.</li> </ul>		
5.	The Bidder (prime Bidder in case of Consortium) should have an average annual turnover of at least INR 8 crores during the last three financial years (i.e. 2009-2010, 2010-2011, 2011-2012)".	<ul style="list-style-type: none"> <li>Audited Profit and Loss Statement and Balance sheets.</li> <li>Statutory Auditor Certificate or Certificate from the Company Secretary of the Bidder/ Chartered Accountant clearly specifying the turnover for the specified years.</li> </ul>		
6.	The OEMs should certify that they have support mechanism in India, either directly through their support office in India or through their authorized channel partners/dealers in India.	Undertaking from the authorised signatory of the OEM.		
7.	The Bidder (Prime Bidder in case of Consortium) should have successfully supplied and installed 05 outdoor LED Display Boards/ Screen in India for an minimum aggregate value of INR 5 crores in the last 3 financial years (i.e. 2009-10, 2010-11, 2011-12).	<ul style="list-style-type: none"> <li>Copy of Work order and Certificate of completion or successful implementation by the client or Proof of Delivery OR self Certificate attested by the client.</li> <li>Documentary proof for the stated Project value attested by the client.</li> </ul>		
8.	The Bidder (Prime Bidder in case of Consortium) should have successfully executed similar work (outdoor LED with same or higher size) with a minimum order value of	Copy of Work order and Certificate of completion or successful implementation by the client or Proof of Delivery OR self Certificate attested by		

S. No.	Clause	Documents Required	Compliance (Yes/No)	Pg No.
	INR 3 crores during the last 3 financial years (i.e. 2009-10, 2010-11, 2011-12).	the client.		
9.	As on date of submission of the proposal, the Bidder (All members of Consortium) shall not be under any declaration of ineligibility for unsatisfactory past performance, corrupt or fraudulent practices, any other unethical business practices or blacklisted either by Ministry/ Department of Government of India/ State Governments.	Certificate from the Authorized Signatory to the effect that the Bidder is not blacklisted by any of the Ministry/ Department of Government of India/ State Governments.		
10.	The OEM must have valid professional certifications such as ISO 9001:2008 and ISO 14001 for LED production. The Bidder (Prime Bidder in case of consortium)/OEM must produce the above mentioned certifications of the OEM.	Copy of valid certificates.		
11.	The Bidder (all members in case of consortium) should have a valid sales tax registration certificate, valid Service tax registration certificate and Permanent Account Number (PAN) issued by Income Tax Department.	Copy of each Certificate of the Bidder.		
12.	The Bidder should have submitted EMD and Bid Processing fees of amount as mentioned in the RFP	DD/ Banker's Cheque/ Bank Guarantee		
13.	Photographs, Leaflets, Brochures & CD / DVD of Outdoor LED Display Boards.	To be attached with the Technical Bid		

#### 7.4. Format 4 - Format for Submission of Qualification Bids

Instructions:

- Please provide details of compliance with qualification criteria in the formats provided below only. Please note that provision of information in incorrect formats may lead to disqualification
- Please provide requisite documentary proof (as defined in the RFP) for all information provided. Please note that non-submission of documentary proof may lead to disqualification.

##### A. Operational Requirements

<b>Bidder Name:</b>	
Incorporated as _____ in year _____ at _____.	
Registration Number	
<b>Please provide Certificate of Incorporation:</b>	
<b>Please provide Certificate of Commencement of Business issued by the Registrar of Companies:</b>	
<b>Copy of Memorandum and Articles of Association:</b>	

##### B. Consortium Agreement ( As per Point 2 of Section II)

<<<<In case of a Consortium, the Prime Bidder would need to submit an Agreement with the other Consortium members for the Contract clearly indicating the division of work with respect to the Scope of Work (naming relevant clauses and sub-clauses) and their relationship. **The Agreement should be prepared on a stamp paper of requisite value duly notarized** as per the format given subsequently.

##### Kindly Note:

The Consortium Agreement concluded by the Prime Bidder and Consortium members should also be addressed to the UPLC clearly stating that the Agreement is applicable to this RFP and shall be binding on them for the Contract period.>>

##### Format for Consortium Agreement

(On stamp paper of appropriate value to be purchased in the name of executants companies or as required by the jurisdiction in which executed)



THIS Consortium Agreement executed on this ..... day of..... Two Thousand ..... By:

M/s. .... a Company incorporated under the laws of ..... and having its registered office at ..... (hereinafter called the "Prime Bidder/Lead Member/First Member" which expression shall include its successors); and

M/s. .... a Company incorporated under the laws of..... and having its registered office at..... (hereinafter called the "Second Member" which expression shall include its successors) and

M/s. .... a Company incorporated under the laws of ..... and having its registered office at..... (hereinafter called the "Third Member" which expression shall include its successors)

The Prime Bidder/Lead Member/First Member, the Second Member and the Third Member shall collectively hereinafter be called as the "Consortium Members" for the purpose of submitting a proposal (hereinafter called as "Proposal") to U.P Electronics Corporation Limited (hereinafter called "UPLC") in response to UPLC Request for Proposal Document (hereinafter called as "RFP" Document) Dated..... to select a Bidder for Supply and installation of outdoor LEDs in Lucknow.

AND WHEREAS **Section 5.1** of this RFP document stipulates that a Consortium of maximum three companies, meeting the requirements stipulated in the RFP document may submit a proposal signed by Lead Member of the Consortium Members so as to legally bind all the Members of the Consortium who will be jointly and severally liable for the performance and all obligations there under to UPLC. A duly signed Consortium Agreement shall be attached to the Proposal.

NOW THIS INDENTURE WITNESSETH AS UNDER:

In consideration of the above premises all the Parties to this Consortium Agreement do hereby agree as follows:

1. M/s..... shall act as Lead Member for and on behalf of Consortium Members. The said Consortium Members further declare and confirm that we shall jointly and severally be bound and shall be fully responsible unto UPLC for the successful performance of the obligations under the Request for Proposal (RFP) and resulting Agreement(s) submitted / executed by the Lead Member in the event of the selection of Consortium as Agency.
2. That M/s\_\_\_\_\_ which is the Lead Member of the Consortium shall invest and continue to invest in at least (100/n +1)% Interest in the Consortium for the Lock In Period as specified in

the RFP document. (where n is number of members in the Consortium including Prime Bidder).

3. In event of System Integrator being the Lead Member of the Consortium, the entire contracted quantity shall be supplied by the OEM (Consortium member) only.
4. In case of any breach of the stipulations of the RFP Document by the Prime Bidder, Consortium Members along with the Prime Bidder do hereby agree to be fully responsible to carry out all the obligations and responsibilities under the RFP and resulting Agreement(s).
5. If UPLC suffers any loss or damage on account of any breach in the stipulation of the Agreements to be entered into by the Consortium Members, upon its selection as Agency pursuant to RFP (the "Agreements") or any shortfall in the performance of the Transaction or in meeting the performances guaranteed as per the RFP and the Agreements, the Consortium Members hereby jointly and severally undertake to promptly make good such loss or damages caused to UPLC on its demand without any demur or contest. It shall not be necessary or obligatory for UPLC to proceed against Prime Bidder before proceeding against or dealing with the other Member(s).
6. The financial liability of the Consortium Members to the UPLC, with respect to any of the claims arising out of the performance or non-performance of obligations under the RFP and the resulting Agreement(s) shall not be limited so as to restrict or limit the liabilities of any of the Members and the Members shall be jointly and severally liable to UPLC.
7. It is expressly agreed by the Members that the sharing of responsibilities and obligations amongst the Members shall not in any way be a limitation of joint and several responsibilities and liabilities of the Members to the UPLC. It is clearly understood that the Prime Bidder shall ensure performance under the Agreements and if one or more Consortium Members fail to perform its /their respective obligations under the Agreement(s), the same shall be deemed to be a default by all the Consortium Members.
8. It is also understood by all Consortium Members that the RFP Document stipulates various obligations as well as terms and conditions related to the Transaction during Proposal stage or thereafter during the subsistence of the RFP documents i.e. the Agreements.
9. This Consortium Agreement shall be construed and interpreted in accordance with the laws of India and the Courts of Lucknow shall have the exclusive jurisdiction in all matters arising there under.

If an invitation is issued by UPLC for becoming Agency, we the Consortium Members do hereby agree that we shall be jointly and severally responsible for furnishing the Bank Security. It is also hereby agreed that Lead Member shall, on behalf of the Consortium submit the Bid Security in the form of Bank Guarantee/DD/Banker's Cheque drawn in favor of U.P. Electronics Corporation limited,

Lucknow (hereinafter called as "Bid Security") from a Nationalized/Scheduled Commercial Bank for the value and in the currency as specified by UPLC.

10. It is further agreed that this Consortium Agreement shall be irrevocable and shall continue to be enforceable till the same is discharged by UPLC. It shall be effective from the date first mentioned above for all purposes and intents.

11. The responsibilities of all the members of the Consortium for this Project would be as stated in the table below:

Member of Consortium	Responsibilities
Prime Bidder/Lead Member/First Member	
Second Member	
Third Member	

IN WITNESS WHEREOF, the Members to the Consortium Agreement have through their authorized representatives executed these presents and affixed common seal of their companies, on the day, month and year first mentioned above.

1. Common Seal of.....  
 has been affixed in my/our presence pursuant to the Board of Director's resolution dated.....

For and on behalf of  
 Lead Member  
 M/s.....  
 (Signature of authorized representative)

WITNESS

1. ....  
 (Signature)  
 Name .....  
 Designation.....

2. ....  
 (Signature)  
 Name .....  
 Designation.....

2. Common Seal of.....  
 has been affixed in my/our presence pursuant to the Board of Director's resolution dated.....

For and on behalf of  
 Second Member  
 M/s.....  
 (Signature of authorized representative)

WITNESS

1. ....

(Signature)

Name .....

Designation.....

2. ....

(Signature)

Name .....

Designation.....

3. Common Seal of.....

has been affixed in my/our presence pursuant  
to the Board of Director's resolution  
dated.....

For and on behalf of  
Third Member  
M/s.....  
(Signature of authorized representative)

WITNESS

1. ....

(Signature)

Name .....

Designation.....

2. ....

(Signature)

Name .....

Designation.....

## 7.5. Format 5 - Financial Information

### Annual Turnover of the Bidder (As per Point 5 of Section II)

Turnover of the Bidder (Amount INR Crores)				
Financial Year 2011-12	Financial Year 2010-11	Financial Year 2009-10	Indicate the page number where the details are provided	Conversion rate (if applicable)

#### Documentary Proof Required:

- Audited Profit and Loss Statement and Balance sheet
- Statutory Auditor Certificate/Certificate from Company Secretary clearly specifying the turnover for the specified years.

### 7.6. Format 6 - Format for Past Experience

Please provide only one citation for each category as per the Qualification criteria in the format provided below as per point 7 of Section II. **The relevant documentary proofs for a citation need to be attached just below the details of the citations in this format.** Documentary proofs provided elsewhere (not below the details of the citation format) may not be considered by the UPLC for evaluation.

Project Title: <i>(Attach separate sheet for each Project)</i>			
Country		Address	
Name of Client			
Type of Client (Govt./PSU/Others)		Order Value of the Project / Revenue Generated (in Lacs)	
		Revenue Generated (in Lacs) year-wise (please state the year and the revenue generated)	
		Current Conversion Rate(if applicable)	
Duration of the Assignment		Start Date (month/year):	
Location of the Assignment		Date of successful implementation /completion (month/year):	
		End Date (month/year):	
Referrals (Client side): Provide one referral only	Name		
	Designation		
	Role in the Project:		
	Contact Number		
	Email Id		
Brief Description of Project:			

**Documentary Proof Required:**

- Copy of Work order
- Certificate of successful operation by the client OR self-certificate attested by the client.

### 7.7. Format 7 - Declaration Regarding Clean Track Record

[Date]

To,

The Managing Director

U.P. Electronics Corporation Limited

10, Ashok Marg, Lucknow - 226001

Tel: 0522-4130303, 2286808, 2286809, +91-9235567201

Fax: 0522-2288583

Sir,

I have carefully gone through the Terms & Conditions contained in the RFP Document [No. \_\_\_\_\_] regarding **Selection of Agency for Supply and Installation of LED outdoor Display Boards in Lucknow, Uttar Pradesh**. I hereby declare that my Company has not been debarred / black listed by any Ministry/Department of Government of India or State Government. I further certify that I am competent officer in my Company to make this declaration.

Yours faithfully,

(Signature of the Bidder)

Printed Name

Designation

Seal

Date:

Business Address:

#### **Documentary Proof Required:**

- Certificate from the Company Secretary/ Authorized Signatory to the effect that the Bidder is not blacklisted by any Ministry/Department of Government of India or State Government as per the format provided above.

**SECTION VIII**

**Format for Response to  
RFP: Commercial Bid**



## Section VIII- Format for Response to RFP: Financial Bid

### 8.1. Format 1 - Commercial Bid Letter

To,

The Managing Director

U.P. Electronics Corporation Limited

10, Ashok Marg, Lucknow - 226001

Tel: 0522-4130303, 2286808, 2286809, +91-9235567201

Fax: 0522-2288583

Sir,

**Subject: Selection of Agency for Supply and Installation of Outdoor LED Display Boards**

**Reference:** RFP No: <RFP REFERENCE NUMBER> Dated <DD/MM/YYYY>

We, the undersigned Bidder, having read and examined in detail the entire RFP in respect of **Selection of Agency for Supply and Installation of 3 Outdoor LED Display Boards** in Lucknow City do hereby propose to supply and install the aforesaid 3 LEDs including 3 years comprehensive warranty at the designated locations/sites specified in the RFP number <RFP REFERENCE NUMBER> Dated <DD/MM/YYYY>.

- All the prices mentioned in the RFP are in accordance with the terms as specified in the RFP. All the prices and other terms and conditions of this RFP are valid for a period of 180 calendar days from date of opening of the RFP.
- We hereby confirm that our price of 3 LEDs are inclusive of 36 months comprehensive warranty as detailed in the RFPs and includes all taxes. However, all the taxes are quoted separately under relevant sections.
- We have studied the clause relating to Indian Income Tax and hereby declare that if any income tax, surcharge on Income Tax, Professional and any other corporate Tax payable under the law, we shall pay the same.
- We further confirm that the prices stated in our Bid are in accordance with your Instruction to Bidders included in RFP.
- We confirm to execute the complete order quantity in case the project is awarded to us.
- We confirm having submitted the information as required by you in your Instruction to Bidders. In case you require any other further information/documentary proof in this regard before evaluation of our RFP, we agree to furnish the same in time to your satisfaction.
- We declare that our Bid Price is for the entire scope of the work as specified in the RFP.

These prices are indicated in Format 2 (Section VIII) attached as part of the RFP.

- We hereby declare that in case the work is awarded to us, we shall submit the Performance Guarantee in the form prescribed in Annexure - 2 and as per Section V.
- We hereby declare that our Tender is made in good faith, without collusion or fraud and the information contained in the RFP is true and correct to the best of our knowledge and belief.

We understand that our Tender is binding on us and that you are not bound to accept a proposal you receive.

We confirm that no Technical deviations are attached here with this commercial offer.

Thanking you,

Yours faithfully,

(Signature of the Bidder)

Printed Name

Designation

Seal

Date:

Business Address:

## 8.2. Format 2 – Cost summary

- a. Bidder should provide all prices as per the prescribed format. Bidder should not leave any field blank. In case the field is not applicable, Bidder must indicate “0” (Zero) in all such fields.
- b. All the prices (even for taxes) are to be entered in Indian Rupees only (% values are not allowed)
- c. It is mandatory to provide breakup of all Taxes, Duties and Levies wherever applicable and / or payable.
- d. UPLC reserves the right to ask the Bidder to submit proof of payment against any of the taxes, duties, levies indicated.
- e. UPLC shall take into account all taxes, duties & levies for the purpose of evaluation
- f. The Bidder needs to account for all Out of Pocket expenses due to Travel, boarding, lodging and other related items.

**Table: Cost Summary**

S. No	Item	Total Price in figure (INR)	Total Price in words (INR)
1	Supply, installation of one LED Display Board including warranty & maintenance for 03 years as per scope of work given in the RFP.		
2	Central Sales Tax (CST) on LED		
3	Customs Duty with Counter Vailing Duty or Excise Duty on LED		
4	Uttar Pradesh Value Added Tax (UPVAT) on LED		
5	Others (If any)		
<b>Total per unit Cost of LED</b>			

## Annexure - 1 Proforma of Bank Guarantee towards Bid Security

### **BID BOND**

Reference No. \_\_\_\_\_ Date \_\_\_\_\_

Bank Guarantee No. \_\_\_\_\_

To,

The Managing Director

U.P. Electronics Corporation Limited

10, Ashok Marg, Lucknow - 226001

Tel: 0522-2286808, 2286809

Fax: 0522-2288583

Whereas ..... (here in after called "the Bidder") has submitted its Bid dated ..... in response to the Tender No: UPLC-HW-OUTDOOR-LED-TV-03/20-07-2013 for **Selection of Agency for supply and installation of outdoor LED Display Boards in Lucknow** (here in after called "the Bid") KNOW ALL MEN by these presents that We ..... having our registered office at..... (hereinafter called the "Bank") are bound unto U.P. Electronics Corporation Limited, Lucknow (hereinafter called "UPLC") in the sum of ..... for which payment well and truly to be made to the said UPLC itself, its successors and assignees by these presents.

The conditions of these obligations are:

1. If the Bidder withdraws its Bid during the period of Bid validity or
2. If the Bidder, having been notified of the acceptance of its Bid by UPLC during the period of Bid validity:
  1. fails or refuses to execute the Agreement form if required; or
  2. fails or refuses to furnish the performance security, in accordance with the Bid requirement

;

We undertake to pay UPLC up to the above amount upon receipt of its first written demand, without UPLC having to substantiate its demand, provided that in its demand UPLC will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to (Date) and any demand in respect thereof should reach the Bank not later than the above date.

Date \_\_\_\_\_

Place \_\_\_\_\_

Witness \_\_\_\_\_

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

**(Bank's common seal)**

## Annexure – 2 Proforma of Bank Guarantee towards Performance Security

### PERFORMANCE GUARANTEE

Ref No.....

Bank Guarantee No .....

Dated : .....

IN consideration of the Governor of Uttar Pradesh (hereinafter called "the Government") having agreed; to exempt \_\_\_\_\_ (hereinafter called "the said Contractor(s)") from the demand, under the terms and conditions of an Agreement, dated \_\_\_\_\_ made between \_\_\_\_\_ and \_\_\_\_\_ for \_\_\_\_\_ (hereinafter called "the said Agreement"), of security deposit for the due fulfillment by the said Contractor(s) of the terms and conditions contained in the said Agreement, on production of a bank Guarantee for Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) we, \_\_\_\_\_ (indicate name of the Bank) (hereinafter referred to as "the Bank") at the request \_\_\_\_\_/contractor(s)/, do hereby undertake to pay to the Government an amount not exceeding Rs. \_\_\_\_\_ against any loss or damage caused to or suffered or would be caused to or suffered by the Government by reason of any breach by the said Contractor(s) of any of the terms or conditions contained in the said Agreement.

2. We \_\_\_\_\_ (indicate name of the Bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the Government stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Government by reason of breach by the said contractor(s) of any of the terms or conditions contained in the said Agreement or by reason of the contractor(s) failure to perform the said Agreement. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. \_\_\_\_\_

3 We undertake to pay to the Government any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) supplier(s) in any suit or proceeding pending before any court or Tribunal relating thereto our liability under this present being absolute and unequivocal.

The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the contractor(s) supplier(s) shall have no claim against us for making such payment.

4 We, \_\_\_\_\_ (indicate name of the Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the Government under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or filed \_\_\_\_\_ office/ Department \_\_\_\_\_ certifies that the terms and conditions of the said Agreement, have been fully and properly carried out by the said Contractor(s) and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the \_\_\_\_\_ we shall be discharged from all liability under this guarantee thereafter.

5. We, \_\_\_\_\_ (indicate name of the Bank) further agree with the Government that the Government shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Government against the said Contractor(s) and to for bear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said Contractor(s) or for any forbearance, act or commission on the part of the Government or any indulgence by the Government to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provisions, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s)/Supplier(s).

7. We, \_\_\_\_\_(indicate name of the Bank) lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Government in writing.

Dated the \_\_\_\_\_ day of \_\_\_\_\_  
for \_\_\_\_\_  
(Indicate the name of Bank).

**Instructions for furnishing Bank Guarantee**

1. The Bank Guarantee by Indian Bidders will be given on non-judicial stamp paper as per stamp duty applicable at the place from where the purchase Agreement has been placed. The non-judicial stamp paper should be in name of the issuing bank.
2. The expiry date as mentioned in the RFP should be arrived at by adding 30 days to the Agreement completion date unless otherwise specified in the Bidding documents.
3. The Bank Guarantee by Indian Bidders will be given from Scheduled Bank only. The Foreign Bidders will give Bank Guarantees from an Indian Bank situated in that country.