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ཐུལ་གཞུང་གི་གཞི་རྒྱ་ལྷན་ཚོགས།  
ROYAL GOVERNMENT OF BHUTAN  
ROYAL CIVIL SERVICE COMMISSION  
*Excellence in Service*



RCSC/AFS.(36)2018-2019/ 4130

April 24, 2019

✓ The Dy. Chief ICT Officer

Management and Information Services Division

Royal Civil Service Commission

Thimphu.

Madam,

Please advertise this articles in our Website as given below.

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**INVITING LIMITED QUOTATION**

The Royal Civil Service Commission, Thimphu is pleased to invite Sealed Quotation from eligible individuals Bhutanese suppliers for supply of Uninterruptible Power Supply (UPS), and Projector. The price schedule for supply of UPS and Projector is attached with bidding documents.

The detail bidding documents can be downloaded from the RCSC Website [www.rcsc.gov.bt](http://www.rcsc.gov.bt) with effect from April 25, 2019 to May 10, 2019.

Yours faithfully,

(Lungten Tshewang)

Head, Adm. & Finance Services



# **Bidding Document**

for

## **“Uninterruptible Power Supply (UPS) and Projector”**

**Purchaser: Royal Civil Service  
Commission, Thimphu**

**(Fiscal Year: 2018-2019)**



## A. Instructions to bidders

The Royal Civil Service Commission (RCSC), Thimphu invites sealed bids from eligible Bhutanese suppliers for supply of Uninterruptible Power Supply (UPS) and Projector. You are required to submit the bid as per the terms & conditions mentioned below.

## B. Terms & Conditions:

### 1. Deadline for bid submission

Administration and Finance Services, RCSC at the address specified in clause 6 no later than 11.30 AM on or before May 10, 2019.

### 2. One bid per bidder

Each bidder shall submit only one bid either by itself, or as a responsible officer in the management of the company. A bidder who submits or participates in more than one bid will be disqualified.

### 3. The cost of bidding

The bidder shall bear all cost associated with the preparation and delivery of its bid, and the purchaser will in no case be responsible or liable for those costs.

### 4. Bidding Document

The goods required, bidding procedures and contract terms are prescribed in this bidding documents. In addition to the invitation of bids, the bidding documents include:

- Terms & conditions
- Bid Form & Price Schedule
- Sample forms
- Bid Security Form Contract

The bidders are required to examine the bidding documents, including all instructions (given as terms & conditions), forms and specifications. Failure to furnish all information required by the bidding document or a submission of a bid not substantially responsive to the bidding documents in every respect will result in the rejection of the bid.





5. **Late Bids**

Any bid received by the purchaser after the deadline for submission of bids prescribed by the purchaser, pursuant to clause 1, will be declared "Late" and rejected and returned unopened to the bidder.

6. **Sealing & Marking of bids**

The bidder shall seal the original and duplicate copy of the bid in a separate envelope and mark it in the envelope as "Original" and "duplicate Copy" and should be addressed to the purchaser at the following address:

The Head AFS,  
RCSC, Thimphu.

7. **Format & Signing of bids**

The original bid form accompanying the documents clearly marked "Original Bid", Plus one Copy shall be typed or written in indelible ink and shall be signed by the bidder or a person duly authorized to sign on behalf of the bidder. Such authorization shall be indicated by **written power of attorney** accompanying the bid. All pages of the bid should be signed with official seal. The name & position held by the person signing the bid must be typed or printed below the signature.

8. **Bid Opening**

The bids will be opened at 2:30 pm on the same day (10/05/2019) in presence of bidders' representatives who choose to attend Bid Opening Meeting.

9. **Bid Validity & Bid Security**

The bids submitted should be valid for the period of **6 months** from the date of bid submission. The Bid Security should be **Nu. 10,000/-** in the form unconditional bank Guarantee valid for a **period of six months** or Demand draft or Cash warrant.

10. **Taxes & Duties**

The supplier shall be entirely responsible for taxes, stamp duties and other such levies/duties etc. payable unless otherwise specifically exempted by Department of Revenue & Customs. 2% TDS will be deducted from the total billed amount and remitted to the Department of Revenue and Customs as per the prevailing rules.

11. **Delivery**

The successful bidder should be able to deliver goods **within 3 weeks** upon the issuance of Work Order.



**12. Inspection & Test**

The purchaser or its representative shall have the right to inspect and test goods delivered to confirm the conditions and specifications specified in clause 17. Should the delivered goods fail to confirm to the condition or specifications, the purchaser may reject the goods.

**13. Penalty**

If the Bidder fails to arrange and supply the goods as desired by the Purchaser, it shall be considered as failure on the part of the bidder in providing the goods. This shall result in forfeiture of EMD. In such cases, the Purchaser reserves the right to purchase goods from other suppliers at their quoted rates with intimation to the winning bidder (lowest evaluated bidder). However, the cost difference (difference between the rates quoted by the lowest evaluated bidder & the rates quoted by the supplier from whom the service is availed) will have to be borne by lowest evaluated bidder(s) in order of their ranking.

**14. Document to be submitted along with the bid**

Each bid must be submitted along with the completed Bid Form, and Price Schedule duly filled and signed wherever necessary. The bid, for which the said documents are not enclosed or the forms are incomplete as required, shall be rejected. In addition, the bidders should also submit a copy of the Trade license and Tax Clearance from RRCO.

**15. Rights of Purchaser**

**The purchaser reserves the right to reject all or any of the bids without assigning any reason.**

**16. Special Conditions on Purchase of UPS and Projector**

**16.1 The goods shall be as per our specification given in our price schedule.**

**16.2 The goods supplied should have one year warranty.**

**16.3 Payment will be made upon goods supplied**

**17. Other terms & conditions**

The terms & conditions not covered by this document will be governed by the Procurement Rules and Regulations (2009/ Revised 2015) of the RGoB/Financial Rules and Regulations (2016) of the RGoB. The bidders should sign and seal all the pages of the bid documents as per clause 6.





## LOI DATA SHEET

- | Clause No. | Clauses  |
|------------|--|
| 1.1        | The name of the Assignment is: Supply of UPS and projector<br>The name of the Client is: Royal Civil Service Commission  |
| 1.2        | The description and the objectives of the Assignment are: The RCSC will purchase from lowest evaluated bidders.  |
| 1.3        | The assignment will be carried as: One time supply   |
| 1.4        | Pre-Proposal Conference: Not Applicable  |
| 1.5        | The name(s) and address of the Official(s) is(are): Mr. Lungten Tshewang, Head, AFS, RCSC; Phone: 332472 & E-mail id: <a href="mailto:ltshewang@rcsc.gov.bt">ltshewang@rcsc.gov.bt</a> |
| 1.6        | The Client shall provide the following inputs: <i>NA</i>   |
| 1.7        | The Documents are: (TORs, Contract, Terms & Conditions, Price Schedule, Appendices etc.)   |
| 1.8        | The address is: Head, AFS, RCSC (Near Tashichho Dzong), Post Box No. 163   |
| 1.9        | The language is: English   |
| 1.10       | Tax liability, insurances: Shall be responsibility of the Bidder/Supplier  |
| 1.11       | The number of copies of the proposal is/are: One original  |
| 1.12       | The date and time of proposal submission are: on or before 10/05/2019; 11.30 AM  |
| 1.13       | Bid Opening: 2:30 PM on the same day (10/05/2019)  |
| 1.14       | Validity period (days, date): <b>1 year</b>  |



1.15 The location is: Royal Civil Service Commission, Thimphu

1.16 The points given to evaluation criteria are:

*As long as the bid is substantially responsive to the requirements of the bid documents, the price will be the determining criteria.*

1.17 The currency is: Bhutanese Ngultrum

1.18 The weight (T%) given to the Technical Proposal is \_\_\_\_\_ percent: **Not Applicable**

The weight (F%) given to the Financial Proposal is \_\_\_\_\_ percent: **Not Applicable**

18 Price Schedule/BoQ: Please refer the attachment.

18.1 Commencement of Assignment (date, location): Based on Purchaser's requirement.

In compliance with the above subject, the undersigned agrees to submit the offers as per the terms and conditions mentioned above.

Name of Bidder .....

Trade License No. (if Applicable) ..... (copy to be attached)

Citizenship Identity Number: ..... (copy to be attached)

Telephone No. ....

Address .....

Signature .....

(Official seal if applicable) .....



C. Bid Form

To  
The Head  
FAS  
RCSC  
Thimphu

Sir,

Having examined the Bidding Documents for the above Contract, including the Specifications, the receipt of which is hereby duly acknowledged, we the undersigned, offer to supply and deliver **Uninterruptible Power Supply** in conformity with the said Bidding Documents for the sum of (Total Bid Amount of Nu. \_\_\_\_\_

\_\_\_\_\_) (Amount in both figures and words) or such other sums as may be ascertained in accordance with the Price Schedules attached hereto and made part of this Bid.

We undertake, if our Bid is accepted, to commence providing of vehicles on hire as specified in the work/service order, calculated from the date of receipt of your Notification of Award.

If our Bid is accepted, we agree to allow the Purchaser to retain the EMD in lieu of Performance Security for this contract.

We agree to abide by this Bid for the period for the supply from the date fixed for bid closing, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof in your Notification of Award, shall constitute a binding contract between us.

We understand that you are not bound to accept the lowest priced or any Bid that you may receive.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature of Witness)

Witness \_\_\_\_\_

Address \_\_\_\_\_





#### D. Contract Form

THIS CONTRACT made on \_\_\_\_\_ days of \_\_\_\_\_, 2019, between \_\_\_\_\_ (Name of purchaser) of the Royal Government of Bhutan (hereinafter "the Purchaser") of the one part and \_\_\_\_\_ (Name of supplier) of \_\_\_\_\_ (City and Country of Supplier) (hereinafter "the Supplier") of the other part.

WHEREAS the Purchaser is desirous that certain goods be provided by the supplier, viz. (Brief Description of Goods, as identified in the Bid Form and Price Schedule) hereinafter "the Goods") and has accepted a Bid by the Supplier for the provision of those Goods in the sum of \_\_\_\_\_ (Contract Price in Words and Figures) (hereinafter "the Contract Price").

NOW THIS CONTRACT WITNESSETH AS FOLLOWS:

1. The Contract shall consist of this Contract Form; and the following documents, and the exhibits, drawings, specifications and other documents referred to therein (hereinafter the "Contract documents"), all of which by this reference are incorporated herein and made part hereof:
  - a) Notification of Award;
  - b) Bid Form and Price Schedules;
  - c) Special Conditions of Contract;
  - d) General Conditions of Contract; and
  - e) Specifications.

This Contract sets forth the entire contract and agreement between the parties pertaining to the supply of the Goods described herein and supersedes any and all earlier verbal or written agreements pertaining to the supply of the Goods.

This Contract shall prevail over all other Contract documents. In the event of any discrepancy or inconsistency within the Contract documents, then the documents shall prevail in the order listed above.

2. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the Goods and to remedy defects therein in conformity in all respects with the provisions of the Contract.

3. The Purchaser hereby covenants to pay the Supplier, in consideration of the



Technical Specifications for the following equipments and UPS / Price Schedule

Sl.No.	Item Description	Quantity	Rate Nu.	Remarks
1	<p><b>3KVA UPS</b></p> <p><b>Input Specifications</b>                      Nominal Input Voltage 230 V                      Input Frequency 40-70 Hz                      Input Voltage 100-285 V Output de-rated &lt; 160 V ... 50% capacity at 100V                      Input Power Factor 0.98                      Input Protection Circuit Breaker</p> <p><b>Output Specifications</b>                      Output Power Capacity 3000 VA / 2400 W                      Nominal Output Voltage 230 V                      Other Programmable Voltages 220 V / 240 V                      Efficiency at Full Load (Double-Conversion, AC-AC) &gt; 93%                      Efficiency at Full Load (Green mode) 97%                      Waveform Sine wave</p> <p><b>Bypass Specifications</b>                      Bypass Type Internal Bypass (automatic &amp; manual), Self-powered                      Bypass Input Voltage Range 160 V – 270V</p> <p><b>Battery Charger Specifications</b>                      Supported Battery Types SMF / Flooded (selectable)                      Battery Bank Voltage 72 V nominal                      Charger Power / Current 1000 W / 13 A max (Auto adjusting per battery Ah selected)                      6 Numbers of 12V 65Ah Battery Types SMF                      Battery Rack                      Lugs and Cables</p> <p><b>Environmental Specifications</b>                      Operating Temp 0 – 50C (Output de-rated above 40C)                      Storage Temp -15C to 60C                      Humidity 0 to 95% RH, non-condensing</p>	1 No.		



2	<p><b>10KVA UPS</b></p> <p><b>Input Specifications</b>  Nominal Input Voltage 230V (1P);  400V (3P+Neutral)  Input Frequency 40-70 Hz  Input Voltage Support both: Single and  3 Phase  Input Power Factor 0.98</p> <p><b>Output Specifications</b>  Output Power Capacity 9000 W / 10000  VA  Nominal Output Voltage 230 V  Other Programmable Volt 220 v / 240 V  Efficiency at full load  &gt; 94% in online mode  &gt; 98% in green mode  Waveform Sinewave</p> <p><b>Bypass Specifications</b>  Bypass Type Internal Static Bypass  (automatic &amp; manual), Opt. External  Bypass  Bypass Input Voltage 170 V – 270V  Max Bypass Current 70 A  Input Protection Circuit Breaker</p> <p><b>Battery Charger Specifications</b>  16 Numbers of 12V 100AH Battery  Types SMF  Battery Bank Voltage 192 V  Max Power Current 3000 W / 13 A  Battery Rack  Lugs and Cables</p> <p><b>Environmental Specifications</b>  Operating Temp 0 – 50 C  Storage Temp -15 C to 60 C  Humidity 0 to 95% RH, non-  condensing</p> <p><b>Accessories</b>  63 AMPS Breaker 2 Nos, 32 AMPS  breaker 4 numbers,  6sqmm cables, 4sqmm cables, 4  Industrial Sockets,  8 ways box 1 number, other required  screws, nuts/ bolts, cables ties/ tags</p>	1 No.		
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3	<p><b>Dell Advanced Projector: 7760 or Equivalent Technical Specifications</b></p> <ul style="list-style-type: none"> <li>• Lamp-free, Laser-bright Projection</li> <li>• Brilliant multi-angle projection</li> <li>• 5400 ANSI lumens Brightness</li> <li>• Full HD 1080p (1920x1080) Resolution</li> <li>• Contrast Ratio: 1,800:1 (native) 100,000:1 (High Contrast Mode)</li> <li>• Native Aspect Ratio: 16:09</li> <li>• Connectivity: 3x HDMI, 1x RJ45, 1x RS-232, 2x USB, 1x microphone, 1x VGA Out for Control monitor, 1x VGA, 1x audio out, 1x audio in</li> <li>• Wireless: Yes, Optional (Required Dell Wireless Module-WR517 not Supplied)</li> <li>• Presentations in mid-size to large rooms</li> <li>• Laser Light Engine with 20000 hours of laser life - no lamps to replace, low-maintenance,</li> <li>• 24/7 Operation</li> <li>• Audio: 2x 10W Stereo Speakers</li> <li>• Keystone Adjustment: Manual Vertical (<math>\pm 30^\circ</math>) / Manual Horizontal (<math>\pm 30^\circ</math>)</li> <li>• Four corner adjustment</li> <li>• Throw Ratio: 1.2 (wide) ~ 2.13 (tele)</li> <li>• Screen Size - Diagonal: 26.5" ~ 302"</li> <li>• LAN Display, 4-in-1 screen sharing</li> <li>• Projection System: Single Chip DLP Dual LVDS</li> <li>• 3D Capable: Yes (3D glasses sold separately)</li> <li>• Instant On-and-Off: No warm-up or Cool-down</li> <li>• Simultaneous presentations from up to 4 Devices</li> </ul>	1 No.		
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