



The New India Assurance Co. Ltd.

Regional office, # 47-10-12, III & IV Floors,
"Pavan Paradise", 2nd Lane, Dwarakanagar,
VISAKHAPATNAM-530 016
Phone: 0891-2764402 / 2522540
Email: bss62@newindia.co.in

TENDER NOTICE

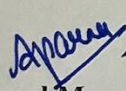
e-Tender for Annual Maintenance Contract of UPS
(Tender Ref. No: VRO/ITD/UPSAMC/2025-26/eTender02)

The New India Assurance Co. Ltd. invites online offers in TWO Bid system (Technical and Commercial bids) from interested and eligible vendors for Annual Maintenance Contract of Uninterrupted Power Supply (UPS) and Peripherals, which are installed at various offices of the Company (NIACL) under Vizag Regional Office.

Eligibility criteria and other particulars are given in the tender form, which can be downloaded from <https://www.newindia.co.in/portal/#/TenderNotice>

The participating vendors must quote online through e-Procurement Portal at URL www.tenderwizard.com/NIAEPROC. The last date for submission of bids is **11/07/2025, 03:00 pm** and the technical bids will be opened on **11/07/2025, 04:00 pm**.

The management of this company (NIACL) reserves the right to accept or reject any or all the tenders without assigning any reasons thereof.


Regional Manager

ए.पी.अपर्णा
A.P. APARNA
क्षेत्रीय प्रबंधक
Regional Manager

Date: 02/07/2025

TENDER DOCUMENT
FOR UPS ANNUAL MAINTENANCE CONTRACT
TENDER NO “VRO/ITD/UPSAMC/2025-
26/eTender02”

Last date for submission of bids	: 11th July 2025 by 03:00 PM
Tender document Fees (Non-refundable only)	:Rs.500/-(RupeesFive hundred only)
EMD (Refundable)	:Rs.25,000/-(Rupees Twenty Five thousand only)
Technical bid opening	: 11th July 2025 by 04:00 PM
Address for communication	: The New India Assurance Co Ltd Business Support Services, Regional Office, 4th Floor, Pavan Paradise, 47-10-12, 2nd Lane, Dwaraka nagar, Visakhapatnam – 530016. Andhra Pradesh.

SECTION - I

Instructions/Guidelines to Bidders:

The New India Assurance Company Limited, Regional Office, Visakhapatnam invites bids for AMC for various makes of UPS of different capacity as per Annexure I, installed at the locations mentioned in Annexure – II for a period of one year which may be extended for another year subject to satisfactory performance at the end of contract..

Interested eligible bidders can participate on payment of non-refundable tender fee of Rs.500/-(Rupees Five hundred only), in the form of Demand Draft/Pay Order in favor of “The New India Assurance Company Limited”, payable at Visakhapatnam.

The tender documents can be downloaded from our official web-site of NIA (<https://www.newindia.co.in/portal/TenderNotice>) as well as www.tenderwizard.com/NIAEPROC.

Earnest Money Deposit (refundable) Demand Draft/Pay Order for Rs.25,000/- (Rupees Twenty Five thousand only) as per clause 2.0 should be submitted in favor of “The New India Assurance Company Limited” payable at Visakhapatnam.

For any clarification kindly contact on phone numbers: 8801928804 or Email at bss62@newindia.co.in.

1. The Tender Offer:

a) Tender document with detailed terms and conditions is available on our Website www.tenderwizard.com/NIAEPROC. Interested parties may download the same and participate in the tender as per the instructions given therein, on or before the due date of the tender. The tender shall have to be submitted online through the e-Procurement system on www.tenderwizard.com/NIAEPROC

- b) Technical bids will be opened on 11/07/2025 at 4.00 pm (tentative)
- c) Any other details will be communicated to the bidders.

2. Earnest Money Deposit (E.M.D):

- a) The intending bidders should pay an Earnest Money Deposit of Rs.25,000/- (Rupees Twenty Five thousand only). (MSMEs are exempted from payment of Earnest Money Deposit)
- b) The EMD shall be payable by DD/Pay Order drawn in favor of “The New India Assurance Company Limited” payable at Visakhapatnam.
- c) The EMD will not carry any interest.

3. Forfeiture of EMD:

The EMD made by the bidder will be forfeited if

- a) He withdraws his tender after acceptance.
- b) He withdraws his tender before the expiry of the validity period of the tender.
- c) He violates any of the provisions of the terms and conditions of this tender specification.

4. Refund of EMD:

- a) EMD will be refunded to the successful bidder, after signing contract and submission of Security Deposit and completion of pre-contract formalities etc. in all respects to the satisfaction of the Purchaser/company.
- b) In case of unsuccessful bidders/rejected bidders, the EMD will be refunded to them after completion of evaluation of commercial bids.

5. The Company reserves the right to:

- a) Accept/Reject any of the Tenders.
- b) Revise the quantities at the time of placing the order.
- c) Add, Modify, Relax or waive any of the conditions stipulated in the tender specification wherever deemed necessary.
- d) Reject any or all the tenders without assigning any reason thereof.
- e) Award contracts to one or more bidders for the item/s covered by this tender.

6. Rejections of Tenders:

The tender is liable to be rejected:

- a) If it is not in conformity with the instructions mentioned herein,
- b) If it is not accompanied by the requisite EMD.
- c) If it is not properly signed by the bidder,
- d) If it is received by Telex or Telegram,
- e) If it is received after the expiry of the due date and time,
- f) If it is evasive or incomplete including non-furnishing the required documents.
- g) If it is quoted for period less than the validity of tender.
- h) If it is received from any blacklisted vendor or whose experience is not satisfactory.

7. Validity of Tenders:

Tenders should be valid for acceptance for a period of at least 120(One hundred and twenty days) days. Offers with lesser validity period would be rejected.

8. Performance Guarantee:

The successful bidder/s will have to furnish a performance guarantee to the tune of 10% of the value of the Contract for proper fulfillment of the contract in the form of a **Bank Guarantee** obtained from a nationalized/scheduled bank. This Bank Guarantee shall be released on the expiry of the AMC period.

9. Price:

- i. The vendors should quote the unit price inclusive of GST and any other taxes.
- ii. The price shall be all inclusive of labor cost, ex-factory price per unit, packing, forwarding, freight, transit insurance, Excise duty, other duties, if any, including state levy, delivery, installation, commissioning and testing charges. No other charges will be paid.
- ii. There shall be no escalation in the prices once the prices are fixed and agreed to by the Company and the vendors. The same price will be considered if the contract is extended further. But any burden/benefit arising out of any subsequent increase/reduction in the prices due to increase/reduction in duty & taxes after the prices are fixed and before the agreement should be passed on to the Purchaser /Company.

10. Payment Terms:

- a). Payment will be released on quarterly basis on satisfactory performance and after deduction of penalty, if any.

b). No advance payment will be made in any case.

11. Scope of Work (SOW):

Covers comprehensive AMC for UPS of different makes, installed in the Offices mentioned in Annexure - II.

Repair and Maintenance Services (Hardware): The vendor shall maintain the equipment (UPS) in good working condition. The details of the UPS Inventory are provided in the Technical bid as per Annexure –I.

Items in Annexure – I must be covered under AMC from day one of the contract period.

The vendor must provide the following services.

i). The vendor shall correct any faults /failures in any equipment during the office hours i.e. from 10.00AM to 6.00PM on all working days. The vendor shall also work after office hours and on holidays if required by the company at no extra cost.

ii). The AMC is Comprehensive maintenance AMC and repairs, details as per below:-

a. Repair or Replacement of all components/parts.

b. The bidder should conduct preventive maintenance checks for UPS and batteries every three months for 10 KVA, 5 KVA, 3 KVA and 1 KVA UPS and should submit the report.

c. The bidder will be required to provide a total of 95% uptime for all the equipment covered under the contract.

d. The vendor shall submit automated (computerized) consolidated report furnishing the details of breakdown calls attended and its status on monthly basis.

e. The vendor shall identify one Engineer as single point of contact for coordinating and providing services to the offices.

f. The vendor shall provide a substitute engineer, in case of non-availability of engineers in any location.

g. The vendor must keep spare parts/UPS at the Vendors Office for immediate replacement/standby. Standby provided should be of same or better configuration.

h. The vendor shall ensure the originality of the parts/components in the machines. In case of replacement, the vendor shall replace the items with same or better configuration.

i. On expiry/termination of the contract, the contractor shall handover all equipment under the contract in good working condition, before the release of that quarter's payment.

12). Service Level Agreement:

The vendor should provide on-site AMC support from 10.00AM to 6.00 PM on all working days at the Operating offices listed in Annexure - II.

The vendor shall attend on call services within 8 hours (in case of major cities) and 24 hours (in case of Mofussil centers) of lodging a complaint and get any error or fault corrected within 48 hours from the day engineer attended the office. If the complaint was not solved within the stipulated period, penalty of Rs. 200/- will be levied per day.

13. Exclusions:

The maintenance agreement does not include:

- Electrical work external to the equipment or maintenance of accessories, attachments machines or other devices.
- Damage resulting from fire, lightning, transportation, and cost of repair or replacement due to these factors.
- Furnishing platens, accessories, paintings or refinishing the machines or furnishing the materials thereof, making specific changes.

14. Termination Clause:

If at any point of time, the services of vendor are found to be non-satisfactory the contract will be terminated, giving three months' notice in advance. Either party, giving three months' notice in advance, may terminate the agreement prior to expiry of contract period.

15. The Vendor will not sub-contract or permit any personnel other than vendor's engineers to perform any service or other activities required by NIA without prior permission from NIA.

16. Hardware Items going out of scope of AMC, payment shall be settled on prorata basis. The Hardware items going out of AMC will be intimated to the Vendor 15 days in advance and the Vendor need to bill them on prorata basis in the quarterly invoice.

18. Validity of Agreement: This agreement is valid for one year from the commencement of contract with an option with the company (NIACL) to extend the contract for a further period of one year on the same terms and conditions.

19. Royalties and Patents: Any royalties or patents or the charges for the use or infringement thereof that may be involved in the contract shall be included in the price. Bidders shall protect the Company against any claims thereof.

20. Relocation of UPS Systems: During the maintenance agreement in force, the company may relocate the UPS systems and keep the vendor informed. In case of relocation of equipment, transport and other incidental charges will be borne by company.

SECTION - II

PART A - TECHNICAL BID

The following documents must be submitted online as part of Technical Bid.

- a) Eligibility Criteria filled, duly signed & stamped, along with Supporting documents as asked.
- b) Technical Bid, Completely filled, duly signed and stamped, along with supporting documents as asked.
- c) EMD Demand draft in favor of “The New India Assurance Company Limited” payable at Visakhapatnam for an amount of Rs.25,000/- (Rupees Twenty Five thousand only) (Refundable). The DD in original should reach us before 11/07/2025, 3.00 PM.
- d) Tender fee demand draft in favor of “The New India Assurance Company Limited” payable at Visakhapatnam for an amount of Rs.500/- (Rupees Five hundred only) (Non-Refundable). The DD in original should reach us before 11/07/2025, 3.00 PM.

PART - B COMMERCIAL BID

- a) The bidders must submit commercial bids as per Annexure – I. Incomplete commercial bid will be rejected. If amount is not mentioned, it will be considered as Rs.0/- (Rupees Zero).

SECTION - III

1. Procedure for Processing Tender Document:

- i. The RO Tender Committee will open the tender and the vendors who fails to submit a Pay Order/Demand Draft for Rs.25,000/- (Rupees Twenty Five thousand only) towards

Earnest Money Deposit and Demand Draft for Rs.500/- towards Tender Fee, their offer would be rejected.

- ii. Each and every aspect in the Eligibility criteria and technical bid including deviations if any, would be scrutinized by the RO Tender Committee.
- iii. The commercial bids will be opened by the committee for those who qualify the Eligibility Criteria & Technical Bid and the lowest commercial bid (L1) would be identified (L1 will be identified on the whole for Annexure I but not on individual basis).
- iv. Any commercial bid incomplete in any respect would not be considered.
- v. This procedure is subject to changes, if any, and the procedure adopted by the Company for opening the tender shall be final and binding on all the parties.

2. Agreement:

The successful bidder shall enter into a detailed Agreement, proforma/draft Agreement as mentioned below. However, the Company reserves the right to alter/vary/amend/modify all or any of the terms set out in the said proforma/draft Agreement.

Eligibility criteria: The bidders

- a). Bidder must have average annual turnover for AMC contracts for hardware for the past three immediate financial years of Rs. 50 Lakhs or more. Supporting documents signed by auditor must be submitted.
- b). Bidder should have posted net profit for at least two of the immediately preceding three financial years. Supporting documents signed by auditor must be submitted.
- c). Bidder should have minimum service experience of 5 years.
- d). Bidder should have entered a single UPS AMC contract for Rs.2 lakhs or more in the previous five years.
- e). Vendor should have service centers at Visakhapatnam, Vijayawada/Guntur and must have engineers spread across coastal Andhra Pradesh. All such details must be submitted on letter head.
- f). Vendor must have engineers on their payroll.
- g). Vendor should have arrangement with OEM vendors, manufacturers of hardware or their channel partners for supply of spares for different brands.

Note:-

1. Additional information can be attached in additional sheet.

2. Bids with incomplete/ non-submission of documentary proof will be rejected.
3. All documents should be signed by authorized representative with company seal.

For the points a) and b) mentioned above, audited documents should be submitted.

Special Instructions to Bidders for e-Tendering

1. Tender document with detailed terms and conditions is available on our Website www.tenderwizard.com/NIAEPROC. Interested parties may download the same and participate in the tender as per the instructions given therein, on or before the due date of the tender. The tender shall have to be submitted online through the e-Procurement system on www.tenderwizard.com/NIAEPROC
2. As a pre-requisite for participation in the tender, vendors are required to obtain a valid Digital Certificate of Class IIB (with both signing and encryption component) and above as per Indian IT Act from the licensed Certifying Authorities (For ex. N-codes, Sify, E-mudra etc.) operating under the Root Certifying Authority of India (RCIA), Controller of Certifying Authorities (CCA). The cost of obtaining the digital certificate shall be borne by the vendor. In case any vendor so desires, he may contact our e-Procurement service provider M/s. Antares Systems Ltd., Mumbai for obtaining the Digital Signature Certificate.
3. Corrigendum / amendment, if any, shall be notified on the site www.tenderwizard.com/NIAEPROC. In case any corrigendum / amendment is issued after the submission of the bid, then such vendors, who have submitted their bids, shall be intimated about the corrigendum / amendment by a system-generated email (In case of open corrigendum / amendment will be on the public dashboard and no mail will be fired for the vendor who has not participated by that time). It shall be assumed that the information contained therein has been considered by the vendor. They have the choice of making changes in their bid before the due date and time.
4. Vendors are required to complete the entire process online on or before the due date of closing of the tender.
5. The Commercial / Price bid of only those vendors shall be opened whose Technical bid is found to be acceptable to us. The schedule for opening the price bid shall be advised separately.
6. Directions for submitting online offers, electronically, against e-Procurement tenders directly through internet:
 - Vendors are advised to log on to the website (www.tenderwizard.com/NIAEPROC) and arrange to register themselves at the earliest.
 - The system time (IST) that will be displayed on e-Procurement web page shall be the time considered for determining the expiry of due date and time of the tender and no other time shall be taken into cognizance.

- Vendors are advised in their own interest to ensure that their bids are submitted in e-Procurement system well before the closing date and time of bid. If the vendor intends to change / revise the bid already entered, he may do so any number of times till the due date and time of submission deadline. However, no bid can be modified after the deadline for submission of bids.
 - Once the entire process of submission of online bid is complete, the vendors are required to go to option own bid view through dashboard and take the print of the envelope receipt as a proof of submitted bid.
 - Bids / Offers shall not be permitted in e-Procurement system after the due date / time of tender. Hence, no bid can be submitted after the due date and time of submission has elapsed.
 - No manual bids / offers along with electronic bids / offers shall be permitted.
7. Once the Commercial / Price bids are opened, vendors can see the rates quoted by all the participating bidders by logging on to the portal under their user ID and password and clicking on other bid view.
 8. No responsibility will be taken by and / or the e-Procurement service provider for any delay due to connectivity and availability of website. They shall not have any liability to vendors for any interruption or delay in access to the site irrespective of the cause. It is advisable that vendors who are not well conversant with e-tendering procedures, start filling up the tenders much before the due date / time so that there is sufficient time available with him / her to acquaint with all the steps and seek help if they so require. Even for those who are conversant with this type of e-tendering, it is suggested to complete all the activities ahead of time. It should be noted that the individual bid becomes viewable only after the opening of the bid on / after the due date and time. Please be reassured that your bid will be viewable only to you and nobody else till the due date / time of the tender opening. The non-availability of viewing before due date and time is true for e-tendering service provider as well as New India Assurance officials.
 9. New India Assurance and / or the e-Procurement service provider shall not be responsible for any direct or indirect loss or damages and or consequential damages, arising out of the bidding process including but not limited to systems problems, inability to use the system, loss of electronic information etc.
 10. In case of any clarification pertaining to e-Procurement process, the vendor may contact the following agencies / personnel:

Sr. No.	Particulars	Company Name	Contact Details
1	For e-tendering Support	M/s. Antares Systems Ltd.	9731468511 Lokesh.hr@etenderwizard.com
2	For Tender related Queries	The New India Assurance Co. Ltd.	8801928804; bss62@newindia.co.in

AGREEMENT

This agreement made on this _____ day of _____ between _____ hereinafter called the “VENDOR” and THE NEW INDIA ASSURANCE CO. LTD., hereinafter called "THE COMPANY" sets forth the terms and conditions for the Annual maintenance of UPS for the items as specified in Annexure ‘I’, which are installed at the Offices mentioned in Annexure ‘II’.

1. Scope of Work (SOW):

Covers comprehensive AMC for UPS of different makes, installed in the Offices mentioned in Annexure - II.

Repair and Maintenance Services (Hardware): The vendor shall maintain the equipment (UPS) in good working condition. The details of the UPS Inventory are provided in the Technical bid as per Annexure –I.

Items in Annexure – I must be covered under AMC from day one of the contract period.

The vendor must provide the following services.

i). The vendor shall correct any faults /failures in any equipment during the office hours i.e. from 10.00AM to 6.00PM on all working days. The vendor shall also work after office hours and on holidays if required by the company at no extra cost.

ii). The AMC is Comprehensive maintenance AMC and repairs, details as per below:-

- a. Repair or Replacement of all components/parts.
- b. The bidder should conduct preventive maintenance checks for UPS and batteries every three months for 10 KVA, 5 KVA, 3KVA and 1 KVA UPS and should submit the report.
- c. The bidder will be required to provide a total of 95% uptime for all the equipment covered under the contract.
- d. The vendor shall submit automated (computerized) consolidated report furnishing the details of breakdown calls attended and its status on monthly basis.
- e. The vendor shall identify one Engineer as single point of contact for coordinating and providing services to the offices.
- f. The vendor shall provide a substitute engineer, in case of non-availability of engineers in any location.
- g. The vendor must keep spare parts/UPS at the Vendors Office for immediate

replacement/standby. Standby provided should be of same or better configuration.

h. The vendor shall ensure the originality of the parts/components in the machines. In case of replacement, the vendor shall replace the items with same or better configuration.

i. On expiry/termination of the contract, the contractor shall handover all equipment under the contract in good working condition, before the release of that quarter's payment.

2. Service Level Agreement:

The vendor should provide on-site AMC support from 10.00AM to 6.00 PM on all working days at the Operating offices listed in Annexure - II.

The vendor shall attend on call services within 8 hours (in case of major cities) and 24 hours (in case of Mofussil centers) of lodging a complaint and get any error or fault corrected within 48 hours from the day engineer attended the office. If the complaint was not solved within the stipulated period, penalty of Rs. 200/- will be levied per day.

3. Price:

i. The vendors should quote the unit price inclusive of GST and any other taxes.

ii. The price shall be all inclusive of labor cost, ex-factory price per unit, packing, forwarding, freight, transit insurance, Excise duty, other duties, if any, including state levy, delivery, installation, commissioning and testing charges. No other charges will be paid.

ii. There shall be no escalation in the prices once the prices are fixed and agreed to by the Company and the vendors. The same price will be considered if the contract is extended further. But any burden/benefit arising out of any subsequent increase/reduction in the prices due to increase/reduction in duty & taxes after the prices are fixed and before the agreement should be passed on to the Purchaser /Company.

4. Payment Terms:

i) Payment will be released on quarterly basis on satisfactory performance and after deduction of penalty, if any subject to the vendor submission of preventive check report quarterly.

ii) No advance payment will be made in any case.

5. Royalties and Patents:

Any royalties or patents or the charges for the use or infringement thereof that may be involved in the contract shall be included in the price. Bidders shall protect the Company against any claims thereof.

6. Relocation of Systems:

During the maintenance agreement in force, the company may relocate the UPS equipment and keep the vendor informed. In case of relocation of equipment, transport and other incidental charges will be borne by Company.

7. Exclusions:

The maintenance agreement does not include:

- Electrical work external to the equipment or maintenance of accessories, attachments machines or other devices.
- Damage resulting from fire, lightning, transportation and cost of repair or replacement due to these factors.
- Furnishing platens, accessories, paintings or refinishing the machines or furnishing the materials thereof, making specific changes.
- Failure or fluctuation of electric power, air conditioning, other power related issues, humidity control or other environmental conditions.
- Accident, transportation, neglect, misuse, or default of the Company, its employees or agents or any third party.
- Any fault in any attachments or associated equipment (whether or not supplied by Vendor) which do not form part of the equipment.
- Act of God, fire, flood, war, act of violence, or any other similar occurrence;
- Any attempt by any person other than Vendor's personnel to adjust, repair or maintain the equipment.
- Any acts or omission on the part of the Company which are contrary to recommendations in the user manual or documentation accompanying the equipment; or the

use of equipment in environment other than those recommended in user manual or documentation.

- Defects caused by use of consumables or attachments which were not supplied or recommended or approved by the equipment manufacturer.
- Use of equipment for more than one shift per day without prior written consent of Vendor.
- Failure of the equipment which has already occurred before the AMC commencement Period;

8. Termination Clause:

i. If at any point of time, the services of vendor are found to be non-satisfactory the contract will be terminated, giving 3(Three) months' notice in advance. Either party, giving 3(Three) months' notice in advance, may terminate the agreement prior to expiry of contract period.

ii..For Hardware Items going out of scope of AMC, payment needs to be settled on prorata basis.

9. Validity of Agreement:

This agreement is valid for one year from the commencement of contract with an option with the company (NIACL) to extend the contract for a further period of one year on the same terms and conditions.

10. Jurisdiction and Arbitration:

In case of any dispute or any difference arising at any time between the parties in respect of this agreement, the same shall be resolved by mutual discussion and if not resolved then in accordance with and subject to the provision of the Indian Arbitration Act 1940 and only Courts of Visakhapatnam shall have jurisdiction in all matters arising out of or connected with this agreement. Further, this agreement is subject to laws of India only.

11. Force Majeure:

The vendor shall not be liable for any delay or failure of performance of any of its

obligations under or arising out of this contract, if the failure or delay results from any of the following Act of God, refusal of permissions or other Government Act, fire, explosion, accident and the like which renders it impossible or impracticable for the vendor to fulfill its obligations under the contract or any other cause or circumstances of whatsoever nature beyond vendor's control.

12. Liabilities and Indemnities:

The vendor represents and warrants that the repair and maintenance of services/products hereby sold do not violate or infringe upon any patent, copyright, trade secret or other property right of any other person or other entity. The vendor agrees that it will and hereby does, indemnify the company from any claim, directly or indirectly resulting from or arising out of any breach or claimed breach of this warranty.

Notwithstanding anything to the contrary contained in the contract, Vendor's aggregate liability arising out of or in connection with the contract, whether based on contract, tort, statutory warranty or otherwise, shall be limited to the amount actually paid by the Company to Vendor in respect of the Services that are subject matter of a claim subject to a maximum of ten percent of the contract value. Vendor shall not be liable for any special, indirect, incidental or consequential damages of any kind including but not limited to loss of use, data, profit, income, business, anticipated savings, reputation, and more generally, any loss of an economic or financial nature, whether these may be deemed as consequential or arising directly and naturally from the incident giving rise to the claim.

13. Confidentiality:

The vendor acknowledges that all materials and information which has or will come in its possession or knowledge in connection with the performance of this agreement, here of, consists of confidential and proprietary data, whose disclosure to or use by third parties will be damaging or cause loss to company. The vendor agrees to hold such material and information in strictest confidence not to make use thereof other than for the performance of this agreement, to release it only to employees requiring such information, and not to release or disclose it to any other parties. The vendor shall take appropriate action with respect to its employees to ensure that the obligations of non-use and non-disclosure of confidential information under this agreement are fully satisfied.

IN WITNESS WHEREOF THE PARTIES HERE TO have set and subscribed their respective hands and seals the day and year herein above mentioned.

a) Signed sealed & delivered
delivered by the within named insurance company

By the hands of

In the presence of

Witnesses: 1 _____

Witnesses: 2 _____

b) Signed sealed &
within named (vendor)

By the hands of

In the presence of

Witnesses: 1 _____

Witnesses: 2 _____

ANNEXURE-I

UPS Capacity	No. of Units (Tentative)	Per unit cost	Total cost (inclusive of all taxes) in Rs.
10 KVA	2		
5 KVA	39		
3 KVA	3		
1 KVA	32		
Total cost of AMC (inclusive of all taxes) in Rs.			

ANNEXURE-II

ANNEXURE-II	
OFFICE CODE	OFFICE ADDRESS
620000	VISAKHAPATNAM REGIONAL OFFICE
	47-10-12, III & IV floors, Pavan Paradise,
	Near Diamond Park, Visakhapatnam 5300016.
620100	VISAKHAPATNAM DO - I
	30-15-35, 1st Floor, Daba Gardens,
	Vishakhapatnam - 530 020.
620102	VISAKHAPATNAM DIRECT AGENTS BRANCH
	30-15-35 Daba Gardens,
	Vishakhapatnam - 530 020.
620104	ANAKAPALLI BRANCH
	1st Floor, Pavan City Centre Arcade,
	Pudimadaka Road, Near RTC Bus Stand,
	Anakapalle - 531001,
	Dist: Visakhapatnam
620105	TUNI BRANCH
	6 -1 -12, Bellapu veedhi,
	Tuni - 533 401,
	Dist: East Godavari
620106	MADHURAWADA MICRO OFFICE
	Door No:15-19, Plot No:192,
	Bapujinagar, Nagarampalem Road,
	Opp: Old Registrar Office, Madhurawada,
	Visakhapatnam - 530048
620107	POORNAMARKET MICRO OFFICE

	#4C, 2nd Floor, Vasavi Plaza,
	Opp: Chitralaya Theatre, Suryabagh,
	Visakhapatnam - 520020
620414	ANNAVARAM MICRO OFFICE
	D.NO.5-98, Station Rd.,
	ANNAVARAM-533406
620109	SIMHACHALAM MICRO OFFICE
	D.NO.11-186 TO 193, SHOP NO. 2&3,
	RAMA KRISHNA NAGAR, UP STAIRS OF : LAKSHMI VILAS BANK LTD.,
	MAIN ROAD, GOPALAPATNAM,
	VISAKHAPATNAM CITY-530027
620110	CHODAVARAM MICRO OFFICE
	D No 18-574(18-991 old), Kandarpa Colony,
	Vinjamuri Buildings, Chodavaram,
	Visakhapatnam
620200	VISAKHAPATNAM DO - II
	47-10-12, 2nd Floor, Pavan Paradise,
	Near Diamond Park, Dwarakanagar,
	2nd Lane, Visakhapatnam 5300016.
	Email: nia.620200(at)newindia[dot]co[dot]in
620202	MVP COLONY MICRO OFFICE
	Door No:1-56-30/1, 1st Floor, Plot No:4,
	Sector - 3, MVP Colony,
	Visakhapatnam - 530017
620203	SEETHAMMADHARA MICRO OFFICE
	D No: 55-8-51, MIG - 19,

	HB Colony, Seethammadhara, Visakhapatnam - 530013
620205	KANCHERPALEM MICRO OFFICE MAIN ROAD OPP TO KANCHERPALEM RYTU BAZAR. VISAKHAPATNAM
620206	SEETHAMPETA MICRO OFFICE D.NO. 9-2-28/1, FIRST FLOOR, VEECONS CHAMBERS, PITHAPURAM COLONY, MADDILA PALEM, OPP BHARATH PETROLEUM BUNK, VISAKHAPATNAM AP 530013
620300	VISAKHAPATNAM DO - III 49-01-09, 2nd Floor, Daliraju Super Market, Sangam Office Bus Stop, Akkayyapalem, Visakhapatnam-530 016
620400	KAKINADA D.O 3rd floor,Subadra Arcade, D.No.2-1-19, Bhanugudi Junction, Kakinada - 533 003, Dist: East Godavari
620402	KAKINADA BRANCH - II # 1 -13 -4, Shri Ramnagar, Kakinada - 533 003, Dist: East Godavari
620403	SAMALKOT BRANCH D.NO. 13 -3 -36, Opp:Bank of India, Devi Chowk, Samalkot - 533 440, Dist: East Godavari
620405	BANDARULANKA MICRO OFFICE

	Door No:1-101/1/C, 1st Floor,
	Sri Sai Nilayam, Opp:MPP School,
	AG Road, Edarapalli,
	Bandarulanka - 533221,
	Dist: East Godavari
620406	YANAM MICRO OFFICE
	D No: 3-2-046, 1st Floor,
	Vishnalayam Street,
	Yanam - 533464,
	UT of Puducherry, India
620407	PRATHIPADU MICRO OFFICE
	D No:1-122,Opp:Police Station,
	Prathipadu - 533432,
	Dist:East Godavari, India
620408	SURYARAOPETA MICRO OFFICE
	Door No: 4-14/2, Raghavendra Enclave,
	RTO Office Road, Valasapakala Junction,
	Suryaraopeta(Kakinada Rural) - 533005,
	Dist: Eeast Godavari
620410	THIMMAPURAM MICRO OFFICE
	D.No.5-127/N, Atchampeta Junction,
	Timmapuram Panchayat,
	Kakinada Rural Mandal
620412	PEDDAPURAM MICRO OFFICE
	Dno.19-1-292,
	Nr Gayatri HP Gas Agency,
	Peddapuram-East Godavari Dist-
	Andhrapradesh
620500	RAJAHMUNDRY D.O
	36 -12 -24, 1st floor, Syamala Talkies Centre,
	InnIsPET, Main Road, Rajhamundry - 533 101,

	Dist: East Godavari
620502	MANDAPETA BRANCH
	Upstairs Syndicate Bank,
	Behind Vijaya Nursing Home,
	Mandapeta - 533 308,
	Dist: East Godavari.
620503	THE NEW INDIA ASSURANCE CO. LTD. MICRO OFFICE-620503
	D.NO. 86-20-3 (First Floor),
	V.L. Puram Junction, Morampudi Road,
	Rajahmundry-533103,
	Andhra Pradesh, India.
620504	RAMACHANDRAPURAM MICRO OFFICE
	Door No: 19-1-42/1, 1st Floor, Sahithi Complex,
	Main Road, Ramachandrapuram - 533255,
	Dist: East Godavari
620505	ANAPARTHI MICRO OFFICE
	D No 7-98 Beside Umasankar Puja Samagri,
	Near Airtel Office,
	Polamuru Road Anaparthi(V & M)- 53342,
	Dist:East Godavari
620506	KOVVUR MICRO OFFICE
	DOOR NO. 9-14-35/1
	UPSTAIRS OF CORPORATION BANK MAIN ROAD KOVVUR WEST GODAVARI DIST. 534350
620507	LALACHERUVU MICRO OFFICE
	D NO. 72-22-4/1, CHURCH STREET ,

	SPINNING MILL COLONY-1 ,
	LALACHERUVU , RAJAHMUNDRY.
620509	GOKAVARAM MICRO OFFICE
	2-93 , DEVI CENTRE , NEAR APSRTC COMPLEX, GOKAVARAM. ANDHRA PRADESH
620600	TADEPALLIGUDEM D.O
	MNR Building, K.N.R.Road,
	Tadepalligudem - 534102,
	Dist: West Godavari
620601	ELURU BRANCH
	D.No.:25-11-5, Margadarshi Office Road,
	Narsimharaopet, Above Chaitanya Godavari Grameena Bank,
	Eluru - 534 002, Dist: West Godavari,
620602	BHIMAVARAM BRANCH
	1st floor, Vijaya Complex, Goverdhan Talkies Road,
	Bhimavaram - 534 202, Dist: West Godavari
620603	TANUKU BRANCH
	Lions Club Bldg., A.N.Street,
	Tanuku - 534 211, Dist: West Godavari
620604	PALAKOLE BRANCH
	Haripriya Mansion, Bank Street,
	Palakole - 534 260, Dist: West Godavari
620605	JANGAREDDYGUDEM MICRO OFFICE
	Door No: 14-1-53/3&4, Opp: Bharat Petrol Pump,
	Aswaraopet Road, Jangareddygudem - 534447
	Dist: West Godavari

620606	CHINTALAPUDI MICRO OFFICE
	NEAR OLD BUS STAND, BESIDES KALYAN BABU HOSPITAL ASRAM RAOD CHINTALAPUDI - 534460 WEST GODAVARI DIST.
620608	UNGUTUR MICRO OFFICE
	D.NO.1-194,
	UPSTAIRS OF M/S.UNION BANK OF INDIA,
	NH ROAD, UNGUTURU
620700	VIJAYAWADA DO - I
	Door No: 39-10-11/A, 3rd Floor,
	Dattasai Vemuri Towers, Near M.G. Road,
	Vijayawada - 520 010
620701	VIJAYAWADA BRANCH
	I 27 -6 -189, Prakashan Rd.,
	Governorpet, Vijayawada - 520 002
620703	IBRAHIMPATNAM MICRO OFFICE
	D No: 6-68, 1st Floor, Opp:MRO Office,
	VTPS Road, Ibrahimpatnam - 521456
	Dist: Krishna, India
620704	JAGGAIAHPETA BRANCH OFFICE
	Door No: 6-63/1&63/2, Opp: Jaggaiahpetta Junior College,
	Adjacent to Bharat Petrol Bunk,
	Kamala Theatre Centre
	JAGGAIAHPETA-521175 Dist: Krishna
620705	Mutyalampadu Micro Office
	Door No: 25-7-26, TVS Clinic Bldg,

	Near St.John's School,
	BRTS Road,Dist: Krishna,
620706	Gunadala Micro Office
	MS SPANDANA BUILDING D.NO: 48-1-83,PADAVALA REVU,GUNADALA,VIJAYAWADA
	District : Krishna
620800	VIJAYAWADA DO - II
	D.No.54-15-5, 2nd Floor, Opp: NTR Health University,
	NH-5, Beside TATA Motors, Vijayawada - 520 008
620801	GUDIWADA BRANCH
	14 /304, Post Office Rd., Gudiwada - 521 301,
	Dist: Krishna
620802	MACHILIPATNAM BRANCH
	THE NEW INDIA ASSURANCE COMPANY LIMITED
	BRANCH OFFICE - 620802
	DOOR NO: 23 /15-17 , 2ND FLOOR
	RAMANAIDUPETA
	MACHILIPATNAM-521001
620803	NUZVID MICRO OFFICE
	Door No:2-108/1, M S Complex,
	Gandhinagar, Near Civil Court, Mylavaram Road,
	Nuzvid - 521201, Dist: Krishna
620804	KANURU BRANCH OFFICE
	KANURU BRANCH OFFICE-620804
	DOOR NO.74-1-2,GVR PLAZA,
	MG ROAD KRISHNA NAGAR ,

	OLD CHECKPOST CENTER
	Kanuru - 520007, Dist: Krishna
620805	GANNAVARAM MICRO OFFICE
	Door No: 2-200, 1st Floor, Sai Complex,
	Srinagar Colony, Venus Road,
	Gannavaram - 521101, Dist: Krishna
620806	VUYYURU MICRO OFFICE
	SHOP NO 10 & 11, GROUND FLOOR LINGAMURTHY CENTRAL, OPP Vijaya LAKSHMI VILAS MAIN RAOD VUYYURU 521165.
620807	NUNNA MICRO OFFICE
	The New India Assurance Co. Ltd
	D.No.77-132-45, 1st Floor,
	Gowtham Reddy Complex,
	Near Chikitsa Hospital,
	Nzvid Road, Payakapuram,
	Vijayawada - 520015
620808	GOLLAPUDI MICRO OFFICE
	DOOR NO 7-36, 1ST FLOOR, ONE CENTRE, GOLLAPUDI, VIJAYAWADA, KRISHNA DT ANDHRA PRADESH
620809	JAWAHAR AUTONAGAR MICRO OFFICE
	D NO:- 54-3-1/3, 2ND CROSS, 3RD LANE, JAWAHAR AUTONAGAR, VIJAYAWADA
620900	GUNTUR DO - I

	4th Lane, Arundelpet, GUNTUR - 522 002
620901	ARUNDALPETA BRANCH
	Kubera Towers, 12th Lane, Arundelpet,
	Guntur - 522 002
620902	CHILAKALURIPETA BRANCH
	Gandhipet, Chilkaluripet - 522 616, Dist: Guntur,
620903	NARSARAOPETA BRANCH
	Main Rd., Gandhi Chowk, Narasaraopet - 522 601,
	Dist: Guntur
620904	PIDUGURALLA MICRO OFFICE
	Door No:1-117, Beside HDFC Bank, Main Road, Piduguralla - 522413, Dist: Guntur
620905	MACHARLA MICRO OFFICE
	Door No:11-3-8,1st Floor, Ashwini Complex,
	Ambedkar Centre, Macharla - 522426,
	Dist:Guntur
620906	VINUKONDA MICRO OFFICE
	Door No:3-329,1st Floor, Markapuram, Road,
	Viukonda - 522647, Dist: Guntur
621000	GUNTUR DIVISIONAL OFFICE-II
	DOOR NO.4-5-55, BOLLA'S MANSION, 2nd FLOOR,
	RING ROAD,
	KORETIPADU, BESIDE DONBOSCO SCHOOL,
	GUNTUR-522 007.
621001	LALAPETA BRANCH
	22 -14 -1, Medical Hall Rd., Gurukrupa Bldg.,

	Lalapeta, Guntur -522 003.
621002	TENALI BRANCH
	Morispeta, Tenali - 522 202, Dist: Guntur
621003	STATION ROAD BRANCH
	Hindu College and High School, 2nd Floor,
	North Block, Opp: Gandhi Park, G T Road,
	Guntur - 522 003
621004	MANGALAGIRI MICRO OFFICE
	Main Road, Near Vaishnavi Kalyanamandapam,
	Mangalagiri - 522502,Dist: Guntur
621005	TULLUR MICRO OFFICE
	DOOR NO. 7-19-, 1ST FLOOR BESIDES TULASI THEATRE,
	TULLUR MANDAL PIN 522237
621006	NALLAPADU MICRO OFFICE
	DOOR NO. 1ST FLOOR
	INTURI MUKKANATI REDDY COMPLEX MAIN ROAD NALLAPADU - 522005
621007	GORANTLA MICRO OFFICE
	D.NO.11-649/3,1ST FLR,
	AP STATE EXCISE OFFICE BUILDING,
	2ND LINE,GAYATHRI NAGAR,
	GORANTLA,GUNTUR
621008	Nidubrolu Micro Office
	D.NO.22-3-36/2, GROUND FLOOR, SHARAFF BAZAR, PONNUR,

	GUNTUR DIST. ANDHRA PRADESH,
	PIN 522124
621100	ONGOLE DIVISIONAL OFFICE
	Ward No.3, Opp. Nellore Bus-Stand,
	G.T.Road, Ongole -523 001
621101	NELLORE BRANCH
	296 & 297 Ward No.15 Subedarpet,Trunk Road,
	Nellore - 524 001
621104	GUDUR MICRO OFFICE
	Door No:2/370, Near Chimpirinaidu Kalava,
	Malavya Nagar, Post: Gudur - 524101,
	Dist: Pottisree Ramulu Nellore
621105	CHIRALA MICRO OFFICE
	Door No: 13-3-8(A), Darbar Road,
	Chirala - 523155, Dist: Prakasham
621200	SRIKAKULAM DIVISIONAL OFFICE
	Surya Mahal Junction, G.T. Road, Srikakulam - 532 001,
	Andhrapradesh.
621201	VIZIANAGARAM BRANCH
	Door No: 17-10-8, 1st Floor, Opp: TTD
	Kalyanamandapam, Vizianagaram - 535 002
621202	BOBBILI MICRO OFFICE
	D No:7-25, Velamavaari Street,
	Opp:Gandhi Statue, Bobbili - 532558
	Dist:Srikakulam
621203	Narasannapeta Micro Office

	D NO: 23-295, NEAR OLD BUS STAND,
	OPP. MDO OFFICE,
	NARASANNAPETA, SRIKAKULAM
621300	VIZAG DO - IV, BANCASSURANCE & AUTO TIE-UP D.O
	D.No.9-26-2, Ground Floor, 'The Bamboo Bay',
	Opp: Timphany School, 'C' Gate, VBM Compound, Visakhapatnam - 530 003
621400	VIJAYAWADA DO - III, BANCASSURANCE & AUTO TIE-UP D.O.
	11-37-16, I floor, Chippadavari St.,
	Vijayawada -520001.
621500	VISAKHAPATNAM DO - V
	Flat No: 102 & 103, Sai Leela Jagannadh Towers,
	Opp: State Bank Of India, Journalist Colony,
	Marripalem VUDA Layout,
	Visakhapatnam - 530 018
621501	PENDURTHI MICRO OFFICE
	Door No:17-652, Gandhinagar,
	Near Mahilapragathi Kendram,
	Pendurthi - 531173,
	Dist:Visakhapatnam
621502	GAJUWAKA BRANCH OFFICE
	D.No.7-9-22/4, 1st Floor,
	Patnaiak Chambers,
	Panthulugarimeda area,
	GAJUWAKA-530026
621503	NAD MICRO OFFICE
	D No 58-1-245,
	Mahalakshmi Complex,Gouri Nagar,
	Mainroad,NAD Junction,

	Visakhapatnam - 530 009
621504	LANKELAPALEM MICRO OFFICE
	D.NO.31-8-3/9,
	SIR ARTHUR COTTON COMPLEX,
	IIND FLOOR, VSEZ MAIN ROAD,
	KURMANNAPALEM
620001	CLAIMS HUB VISAKHAPATNAM
	47-10-12, Pavan Paradise, 4th Flr, 2nd Lane,
	Dwaraka Nagar., Visakhapatnam - 530016.
620002	CLAIMS HUB VIJAYAWADA
	Door No: 39-10-11/A, 3rd Floor,
	Dattasai Vemuri Towers, Near M.G. Road,
	Vijayawada - 520 010
620006	TP CLAIMS HUB VISAKHAPATNAM
	47-10-12, III & IV floors,
	Pavan Paradise, Near Diamond Park,
	Visakhapatnam - 5300016
620007	TP CLAIMS HUB VIJAYAWADA
	Divisional Office - I, Door No: 39-10-11/A,
	3rd Floor, Dattasai Vemuri Towers,
	Near M.G. Road, Vijayawada - 520 010
620008	TP CLAIMS HUB GUNTUR
	2nd floor, LVR & Sons Bldg.,
	Koritipadu, Guntur - 522 001

CONTACT DETAILS :

620100	M V PRADEEP	9000593299
620102	V V RAJESH	7989978482
620104	CHANAMALA AJAY	8500929601
620106	R RAMESH NAIDU	8331973217
620107	D SUDHAKAR	7780392789
620200	V RAMA RAO	9866174647
620202	R RAMESH NAIDU	8331973217
620203	Yathendra Dodda	9989591215
620206	R RAMESH NAIDU	8331973217
620300	P NAVEEN BABU	9989179549
620400	ROBBI SRINIVASA RAO	7666955929
620402	GSR BHOOPATHI	9000925850
620403	SIVA KUMAR MANYAM	8639390603
620407	REJU PRASADU	9703727972
620410	AVVS BADARI NARAYANA	9912286068
620412	VANGALAPUDI KALYAN	7396096062
620413	CHANAMALA AJAY	8500929601
620500	U PRABHU CHARAN	9000289432
620502	Md NAZAR SHARIFF	9987035518
620504	SUNIL VASU MUPPIDI	9908994884
620505	T CHOWDARA REDDY	9866849257
620506	DASARI RAVI BABU	9490266788
620507	G RAMMOHAN	8500571032
620509	P CHITTI BABU	7386176588
620600	MVHSRG KRISHNA	9948132666
620601	D S CHAKRAVARTHI	9291290558
620602	RAJESH NALAM	8317596161
620603	E Atacha Rao	9849452998
620604	T R R S S Vasanth Kumar	9951181256
620608	MVHSRG KRISHNA	9948132666
620700	K JOSEPH	9492967227
620701	V NIKHIL	7207565935
620704	S SAI PRASAD	8121701809
620705	CH KOTESWARA RAO	7842842605
620706	ARAVIND PARA	7799413580
620800	G APPALA RAJU	7386462519
620801	KOLAVENTI MURALI	9949761654
620802	VENKATAPATHI KIRAN	9298403849
620804	S RAHUL	8885777661
620900	SHAIK MEERA VALI	8247690666
620901	B Lakshmi Guru Prasad	9490602024

620902	V B MANIKANTA KUMAR GUTTI	7899676432
620903	RAM BABU MEESALA	9533518807
621000	V V S MURTHY	9704682486
621001	D NARENDRA PHANI	9985623478
621002	BANKA AMRUTHA	9391612736
621003	U SRINIVAS	9866097257
621004	K BHASKAR KUMAR	9949491607
621007	G PAVAN KUMAR	7416274406
621100	PANTA VAZRA KUMARI	8121334958
621101	ANITHA PRIYANKA SWARNA	9705626062
621104	ANITHA PRIYANKA SWARNA	9705626062
621105	SHAIK ROSHAN ZAMEER	9491235737
621200	RAJESH DESELLA	7888710032
621201	S JANARDHAN	9912445500
621202	M RANJITH	9492402463
621203	P GOWRI SANKAR	7382564937
621300	S RAJA BABU	9441754304
621400	G GOPINATH	7842587108
621401	Sambasiva Rao Jajula	8549059961
621402	SK ABDUL AZEEZ	9663414494
621403	K SUSHMAJA	9963770772
621500	K PRAKASH KUMAR	9700001818
621502	B. B. N. SOMESWARA RAO	9820891897
621503	UPPATI GAYATRI VARA TEJASWI	9010904239
621504	K SAMBASIVA RAO	9177754283