



**UNITED INDIA INSURANCE COMPANY LIMITED**  
**INFORMATION TECHNOLOGY DEPARTMENT-HEAD OFFICE**  
**NO 19,4<sup>TH</sup> LANE,NUNGAMBAKKAM HIGH ROAD ,CHENNAI-600034**

CIN:U93090TN1938GO1000108

Website:www.uilic.co.in

**PRE-QUALIFICATION TENDER (PQT) - SUPPLY AND SUPPORT OF COMPUTER HARDWARE & PERIPHERALS**

United India Insurance Company Limited proposes to empanel vendors for a period of three years for supply and support of Computer Hardware & Peripherals throughout India as and when the need arises. The Vendors meeting the following criteria may apply for empanelment in the specified format.

**ELIGIBILITY CRITERIA:**

1. The vendor is registered as a company in India as per Companies Act, 1956. The Certificate of Incorporation issued by the Registrar of Companies is to be submitted. (Documentary proof should be attached).
2. Age of the company should be more than or equal to 5 years.
3. The Vendor should be Original Equipment Manufacturer (OEM) for Desktop or premium partner/ authorized reseller of the Desktops in India.
4. The Vendor should have an **Average Annual Turnover of Rs. 100 Crores (Rupees One Hundred Crores only)** in the last three financial years (FY 2018-19, 2019-20 and 2020-21) and this not inclusive of the turnover of associate companies as per the audited accounts. Financial year shall mean an accounting period of 12 months. Figures for an accounting period exceeding 12 months will not be acceptable. Annual reports of FY 2018-19, 2019-20 and 2020-21 should be attached. Vendors who are yet to publish their audited document for the year 2020-21, must submit the provisional/CA certified results for the FY 2020-21. (Documentary proof should be attached).
5. The vendor has registered positive net profit (after tax) in at least one year in the last three Financial Years (2018-21). Financial year shall mean an accounting period of 12 months. Figures for an accounting period exceeding 12 months will not be acceptable. Vendors who are yet to publish their audited document for the year 2020-21, must submit the provisional/CA certified results for the FY 2020-21. (Documentary proof should be attached).
6. The Vendor should be an **ISO 9001:2015** certified company. Latest Valid ISO Certificate of the Desktops — manufacturing / Assembly / integration / Delivery / Installation / maintenance facilities should be submitted. (Documentary proof should be attached).
7. Should have executed at least one single order / multiple orders arising out of one tender for Supply, installation and support of Desktops/Servers/Peripherals in the BFSI (Banking and Financial Services Industry)/PSU or Central Government or State Government segment with value not less than **Rupees Two Crores** during the **last three financial years**. Purchase order to be submitted.
8. Should submit Client reference- Name, email ID, Mobile no and Landline.
9. Should have executed at least one single order / multiple orders arising out of one tender during the last three financial years for supply, Installation and support of Desktops/Servers in more than **200 Locations** in India. Purchase order to be submitted.
10. The Vendor should have countrywide support service facilities (Owned / Franchise / Resident Engineer) **at least in 100 different locations** in Metro/City/Town/village including where UIIC has its Regional Offices (Regional Office details available in company portal and also in annexure of delivery locations). (It may be noted that if a Vendor is having more than one service centre in a location, the same shall be treated as one location only). Documentary proof to be submitted.

Email: [hoitinfra@uiic.co.in](mailto:hoitinfra@uiic.co.in)

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Phone: 044-28599521





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11. The vendor should not be black listed at the time of PQT application by any Central Government/State Government / PSU / Banking / Insurance company in India. Vendor to submit the Self Declaration certificate.

**12. Debarment clause:**

- If any vendor doesn't participate in three consecutive tenders, the company reserves the right to debar the vendor from participating in next empanelment activity;
- The company reserves the right to remove the vendor from panel if the service provided by the vendor is found to be unsatisfactory or if at any point of time , it is found that the information provided for empanelment is false.
- The company should mandatorily participate in all the tenders. Vendors should intimate the reason in case of non participation in any tender in advance.
- The PQT form can be downloaded from our website: [www.uiic.co.in](http://www.uiic.co.in) and should be submitted along with the proof of electronic credit in to our Bank A/c details given below for Rs.10,000/- (Rupees Ten Thousand Only) towards non-refundable empanelment application fee.


Application fee shall be credited to our Bank Account as given below:

Beneficiary Name	United India Insurance Company Ltd.
IFSC Code	INDB0000007
Account No	200999095210 000100 empanel (without spaces)
Bank Details	Indusind Bank
Remarks	TENDER_FEE_empanel <Depositor Name>

Last date for submission of Pre-qualification tender application is 21.3.2022 (3PM). Vendors are advised to submit offline documents in a sealed cover ( Address: **United India Insurance Company Ltd, No.19, 4<sup>th</sup> Lane, Nungambakkam High Road, Chennai 600034**) and online documents via mail id: [rfp.infra@uiic.co.in](mailto:rfp.infra@uiic.co.in) well before the due date and time to avoid any unforeseen circumstances. The sealed cover containing the PQT application form should be superscripted as "PQT for Computer & Other Peripherals".

The Company reserves the right to accept/reject any/all pre-qualification applications without assigning any reason whatsoever.

Thanking you,

  
**ALOK JAIN**  
**(CHIEF MANAGER)**



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**ANNEXURE – 1**

**List of Regional Offices:**

1	10000	RO CHENNAI	134 FLOOR:4 SILINGI BUILDINGS GREAMS ROAD THOUSAND LIGHTS CHENNAI CHENNAI TAMIL NADU 600006
2	20000	RO 1 MUMBAI	FLOOR:5 STADIUM HOUSE VEER NARIMAN ROAD CHURCHGATE MUMBAI MUMBAI MAHARASHTRA 400020
3	30000	RO KOLKATA	38 B FLOOR:2 HIMALAYA HOUSE JAWAHARLAL NEHRU ROAD CHOWRINGHEE KOLKATA KOLKATA WEST BENGAL 700071
4	40000	RO 1 DELHI	8TH FLOOR FLOOR:8 KANCHENJUNGA BUILDING BARAKHAMBHA ROAD CONNAUGHT PLACE . . NEW DELHI 110001
5	50000	RO HYDERABAD	3-5-817 & 818 FLOOR:2 UNITED INDIA TOWERS OLD MLA QRTRS ROAD BASHEERBAGH HYDERABAD HYDERABAD TELANGANA 500029
6	60000	RO AHMEDABAD	FLOOR:6 UNITED INDIA BHAVAN ASHRAM ROAD NEAR INCOME TAX CIRCLE AHMEDABAD AHMEDABAD GUJARAT 380014
7	70000	RO BANGALORE	5TH & 6TH FLOOR, KRISHI BHAVAN HUDSON CIRCLE, NRUPATHUNGA ROAD null BANGALORE BANGALORE KARNATAKA 560001
8	80000	RO LUCKNOW	1 ARIF CHAMBERS KAPOORTHALA BAGH ALIGANJ LUCKNOW LUCKNOW UTTAR PRADESH 226020
9	90000	RO MADURAI	7 A FLOOR:1 PANDIYAN BUILDING WEST VELI STREET MADURAI MADURAI MADURAI TAMIL NADU 625001



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10	100000	RO KOCHI	FLOOR:1 SHARANYA HOSPITAL ROAD ERNAKULAM ERNAKULAM ERNAKULAM KERALA 682011
11	110000	RO CHANDIGARH	SCO 123-124 FLOOR:3 SECTOR 17-B . CHANDIGARH CHANDIGARH CHANDIGARH 160001
12	120000	RO 2 MUMBAI	FLOOR:3 MAKER BHAVAN NO. I SIR V.T.MARG NEW MARINE LINES CHURCHGATE MUMBAI MAHARASHTRA 400020
13	130000	RO GUWAHATI	FLOOR:1 CHIBBAR HOUSE G.S.ROAD NEAR DISPUR POST OFFICE GUWAHATI KAMRUP ASSAM 781005
14	140000	RO JAIPUR	FLOOR:7 NBCC CENTRE SAHKAR MARG JYOTI NAGAR JAIPUR JAIPUR RAJASTHAN 302007
15	150000	RO VISAKHAPATNA	30-15-153 FLOOR:3 PAVAN ENCLAVE DABAGARDENS MAIN ROAD VISAKHAPATNAM VISAKHAPATNAM ANDHRA PRADESH 530020
16	160000	RO PUNE	KAKADE BIZZ ICON,UNIT NO. 202,2ND FLOOR GANESH KHIND ROAD, BHAMBURDA,SHIVAJI NAGAR SHIVAJI NAGAR PUNE PUNE MAHARASHTRA 411016
17	170000	RO COIMBATORE	178 DR. NANJAPPA ROAD OPP.CHIDAMBARAM PARK COIMBATORE COIMBATORE TAMIL NADU 641018
18	180000	RO VADODARA	FLOOR:5 SURAJ PLAZA II SAYAJIGUNJ . VADODARA VADODARA GUJARAT 390005
19	190000	RO BHOPAL	SECOND BLOCK FLOOR:2 PARYAWAS BHAWAN JAIL ROAD ARERA HILLS BHOPAL BHOPAL MADHYA PRADESH 462011
20	200000	RO LUDHIANA	136 FLOOR:1 . FEROZE GANDHI MARKET LUDHIANA LUDHIANA PUNJAB 141001
21	210000	RO PATNA	R BLOCK FLOOR:3 CHANAKYA COMPLEX BIR CHAND PATEL MARG R,BLOCK PATNA PATNA BIHAR 800001

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22	220000	RO 2 DELHI	CORE 1 & CORE 4 FLOOR:2 SCOPE MINAR COMPLEX LAXMI NAGAR DISTRICT CENTRE, . DELHI DELHI NEW DELHI 110092
23	230000	RO NAGPUR	19 AMBICA HOUSE DHARAMPETH EXTENSION SHANKAR NAGAR SQUARE NAGPUR NAGPUR MAHARASHTRA 440010
24	240000	RO HUBLI	NO.2 FLOOR:1 ENKAY COMPLEX KESHWAPUR . HUBLI DHARWAD KARNATAKA 580023
25	250000	RO DEHRADUN	899/1 FLOOR:1 RATNA COMPLEX HOTEL RATAN PALACE KAULAGARH ROAD DEHRADUN DEHRADUN UTTARAKHAND 248001
26	260000	RO BHUBANESWAR	BLOCK NO 1 FLOOR:5 ORISSA COOP HOUSING CORP JANPATH UNIT III KHARVELA NAGAR (BESIDES RAM MANDIR) BHUBANESWAR KHURDA ODISHA 751001
27	270000	RO RAIPUR	648,649,MAGNETO OFFIZO,FLOOR:6,MAGNETO THE MALL LABHANDI LABHANDI RAIPUR RAIPUR CHATTISGARH 492010
28	280000	RO PONDICHERRY	PLOT NO.35,36 & 37 A.R.PLAZA 45 FEET ROAD EXTENSION BALAJI NAGAR SARAM PONDICHERRY PONDICHERRY 605011
29	290000	RO JODHPUR	CITY CENTER, DOOR NO.1, 3RD FLOOR,OLYMPIC ROAD ABOVE BIG BAZAR ABOVE BIG BAZAR JODHPUR JODHPUR RAJASTHAN 342001
30	300000	RO KOZHIKODE	AL-NOOR COMPLEX, 2ND FLOOR WAYANAD ROAD BANK ROAD KOZHIKODE KOZHIKODE KERALA 673006



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**PART-A**

**Application Form for Pre-Qualification Tender (PQT) — Empanelment of Vendors for supply and support of Computer Hardware and Peripherals.**

*(All details in appropriate columns should be filled-in. Incomplete details will entail rejection)*

1)Name and Address of the Company (Local / Contact Address)	
2. Application Fee Details i) Amount ii) Date of Credit iii) NEFT /RTGS No. iv) Bank Name v) Branch	Rs.10,000/- (Rupees Ten Thousand Only)
3. Registered Address of the Company	
4.Contact Person Name: Designation Phone Fax Cell No. E-mail	



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**PART B**

#	PARTICULARS			DETAILS
1	Whether Registered Company as per Companies Act,1956			YES/ NO
2	Age of the company should be more than or equal to 5 years			YES/NO
3	Whether OEM / System Integrator			
4	Annual Turnover for 3 years	2018-19	Rs. (in crores)	
		2019-20		
		2020-21		
5	Net Profit for 3 years	2018-19	Rs. (in crores)	
		2019-20		
		2020-21		
6	Whether having a valid ISO 9001:2015 standard certification from a reputed agency?			
7	Whether executed at least one order/multiple order arising out of one tender for supply, installation and support of Desktop/Servers/ Peripherals in the BFSI segment or Central Government or State Government segment/PSU with value not less than Rupees Two Crores during the last three financial years. .(Purchase Order to be submitted)			
8	Whether executed at least one single order/ multiple orders arising out of one tender during the last 3 financial years for supply, installation and support of Desktops/Servers/Peripherals in more than 200 locations.( Purchase Order with delivery annexures to be submitted)			
9	Whether having a minimum of 100 Countrywide Support Service Centers (owned / franchise) located in different Metro/City/Town/Village including at centers where UIIC is having its Regional Offices. Of the 30 Regional Office location, the vendor should have service centre in atleast 25 Regional Office locations.			

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10	Should submit Client reference- Name, email ID, Mobile no and Landline	
11	Vendor should not be black listed at the time of PQT application by any Central Government/State Government / PSU / Banking / Insurance company in India.(Self Declaration certificate to be submitted)	

**Documents to be submitted for the above (mandatory):**

- ▲ Certificate of incorporation
- ▲ Give details of Manufacturing / System Integration experience.
- ▲ Copies of audited Balance Sheets (including profit and loss account and directors report as a full set) for three years (2018-19,2019-20,2020-21) giving details of turnover or statutory auditor's certificate specifying turnover and Profit/Loss details for the three years
- ▲ Copy of latest ISO 9001:2015 or higher quality standard certificates from a reputed agency.
- ▲ Copy of Purchase order for supply, installation and support of Desktop/ Servers/ Peripherals in the BFSI segment/PSU or Central Government or State Government segment with value not less than Rupees Two Crores during the last three financial years.
- ▲ Copy of Purchase Order for supply, installation and support of Desktops/Servers/Peripherals in which atleast 200 locations delivery should have executed atleast one single tender/multiple orders arising out of one tender during the last three financial years.
- ▲ List of Support Service Centers (owned / franchise) in at least 100 different locations including locations where UIIC has its Regional Offices. Of the 30 Regional Office locations, the vendor should have service centre in atleast 25 Regional Office locations (For example if a vendor has got 4 service centers in Chennai City, it shall be counted as only one location and not four).
- ▲ No Black list declaration certificate should be produced.(Self Declaration Certificate)
- ▲ Should submit Client reference- Name, email ID, Mobile no and Landline



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**PART C**

**Additional Information:**

No of employees giving break-up for Technical & Service Engineers Location wise.	Attach details
List of major clients to whom the goods & Services are rendered including the value of the orders executed	Attach details

Authorized Signatory

(NAME, DESIGNATION & SEAL OF THE COMPANY)

**PLEASE NOTE:**

- Incomplete forms will not be entertained;
- Additional Information can be attached as annexure
- All documents should be signed by an authorized representative of the company with company seal
- All documents should send in hard copy (sealed cover) to the below address:

**UNITED INDIA INSURANCE COMPANY LTD,**  
**Head Office, IT Department (2<sup>nd</sup> Floor), NO 19, 4<sup>th</sup> Lane,**  
**Nungambakkam High Road, Chennai 600034.**

Email: [hoitinfra@uiic.co.in](mailto:hoitinfra@uiic.co.in)

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