



**STOCKHOLDING DOCUMENT MANAGEMENT SERVICES
LIMITED**

**REQUEST FOR PROPOSAL (RFP) FOR SUPPLY, INSTALLATION AND COMMISSIONING OF
MULTI TIER HEAVY DUTY STORAGE RACKS WITH CATWALK, GANGWAY, STAIRWAY AND
DUMBWAITER (GOODS LIFT) FOR PAN INDIA LOCATIONS**

RFP NO: SDMS/INFRA/24-25 Dated 21st June 2024

StockHolding Document Management Services Limited (SDMSL) is a company incorporated under the Companies Act 1956 and having its registered office at **SHCIL House, P-51, TTC Industrial Area, MIDC, Mahape, Navi Mumbai – 400 710.**

SDMSL is a Government of India Company and a wholly owned subsidiary of Stock Holding Corporation of India Ltd., India's premier custodian, Depository Participant, Capital Market Service Provider. SDMSL is the only Government institution in India in the field of end-to-end document management solution providing both Physical and Digital Record Management with information technology enabled services. SDMSL is a CMMI Level 5 certified Company, ISO 9001:2015 and ISO 27001:2013 certified organisation and a Microsoft Gold Certified Partner.

SDMSL intends to invite proposals for procuring Multi-Tier Heavy Duty Box Based Storage Racks as well as supporting infrastructure like standalone platforms and dumbwaiter lifts from multiple vendors for its various branches/ warehouses located across India. The purpose of inviting the proposals is to discover the rate through reverse auction process and fix the rate for procuring these storage systems, which are required in the current financial year of 2024-25 as well as next financial year of 2025-26.

ELIGIBILITY CRITERIA

To participate in this RFP, the vendor must be already empanelled with SDMS as a qualified vendor to Supply storage racks on date. Thus, vendors who are already empanelled on date to Supply storage racks, having applied for empanelment in response to the advertisement published in newspapers across major cities on date 30th April 2024 or before are eligible to submit their quotes.

TERMS AND CONDITIONS FOR SUBMISSION OF QUOTES

1. Rates quoted shall include delivery/ freight & incidental expenses, installation and commissioning at location but excluding taxes. The price should be given as per unit cost i.e. per Box Storage price. **To derive the count of box storage capacity, the box space should meet the following conditions –**
 - (i) Size and details of the Galvanised Metal Boxes(GMB) which will be placed in each unit of the Box Based Storage Rack is 16*12*13.5 (L*W*H) inches having 0.45 MM to 0.8MM thickness to Carry safe load of 25 KGs in each GMB .
 - (ii) The racks on which the boxes are to be placed should have sheet metal base with supporting frame on edges or below for placing the boxes.
 - (iii) Not more than two boxes should be accomodated on the shelves (One behind the other) for easy access from the catwalk.
 - (iv) Apart from bracings between the upright frames, the box racks should be provided with min. Of 30mm flat support on the rear end to prevent any accidental fall of boxes.
 - (v) The box which would rest on the lower most rack should be min. 120mm from the floor level.
 - (vi) The vertical stacking of box on each rack should not be more than 1 + 1 box.

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- (vii) For a storage rack of more than 10 feet height with more than 7500 box capacity, two staircases at opposite ends is to be provided to the catwalk. No staircase/ gangways/ catwalks to be fabricated for racks upto 10 feet height from floor level. For Storage rack with more than 10 feet height and upto 7500 box capacity, one staircase is to be provided.
 - (viii) The box storage above the upper most storage rack shall be taken into count provided that the box space provided above the upper most rack is also provided with -
 - (a) extended vertical uprights till the height of ceiling or 27 inches from the upper most rack, whichever is lower.
 - (b) A 30mm flat support is provided on the rear.
 - (ix) Completion report of the executed box storage rack structure should be supported by hard and soft copy of sectional drawing as well as schematic drawing of the executed works as well as plumb line/ alignment readings of the executed works, which is to be recorded in the presence of SDMS representative at site. Further, if the height of the executed box storage structure is more than 21 feet, the work completion certificate should also be supported by structural stability certificate issued by chartered engineer.
2. **The price must be inclusive of all outgoings except the taxes.** All taxes and other outgoings over and above the basic pricing shall be indicated clearly. In the absence of any such indications, it shall be presumed that rates are all inclusive. Rates quoted shall be open for acceptance for a minimum period of 120 days from the opening of bid and until the execution of agreement between SDMS and the Vendor/s .
 3. Technical Details and drawings of the existing storage racks are placed at Annexure I & II. In addition to the drawings of existing storage racks, further enhancements as mentioned in this document are to be incorporated.
 4. Taxes / duties/ charges if any should be mentioned specifically; else, the price shall be considered all-inclusive .
 5. The Quotes should include 1 year warranty against any Supply & Installation Defects as well as Stability certificate/ report issued by certified chartered engineer along with plumb/ alignment readings at the time of handing over the installed racks.
 6. Comprehensive AMC Cost should not exceed 5% of Basic cost can be given as AMC cost after warranty period is completed . Dismantling and re-erection charges for shifting from one place to another if ever required should not exceed 5% of the Basic Cost.
 7. SDMSL shall be conducting reverse auction process following which a Rate contract will be entered into with the successful vendor. The vendor shall be required to comply with all applicable statutory compliances in force and as amended from time to time. The vendor shall also be required to give an undertaking stating that all such applicable compliances shall be met and default if any shall be the sole responsibility of the vendor.
 8. Orders shall be placed in parts and hence each purchase order shall clearly indicate the period for supply against each single order placed. StockHolding Document Management Services Limited neither commits a minimum quantity nor does commits the periodicity or volume of orders to be placed on successful bidder/s.
 9. All the awarded works should be completed within a period of 45 days from the date of issuing of PO/ Advance payment, whichever is the later. A penalty of 01% per week subject to a maximum of 05% of the total PO / WO value shall be charged for any delays.
 10. Since SDMSL intends to enter into a rate contract or executing a Agreement, the rates quoted shall be valid and shall remain unchanged for the entire period of supply i.e. for Two (02) years. Upon finalization of L1, SDMSL shall be entering into a rate contract or executing an Agreement for a period of Two (02) years with the successful vendor/s. Detailed terms & conditions (including delivery period, Payment terms, penalty, force majeure, arbitration, special terms etc.) shall be drawn in the contract or executing an Agreement and the subsequent Purchase Orders. This agreed rate shall

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remain valid till 31st March 2026 for the immediate requirements as well as further requirements.

11. SDMSL , upon the expiry of the initial rate contract or executed Agreement, may consider renewal / extension of the rate contract or executing a Agreement for another term of 12 months, on the same rates and with same terms and conditions.
12. Vendors have to visit the site with their own cost for any site inspections. All the Name of the manufacturer and make for each item must be clearly specified in the technical reports.
13. Tentative Minimum order Quantity per order will be of 5000 units unless there are location specific constraints.
15. Proper Labelling of Racks needs to be done, as part of installation and wherever it isrequired.

PAYMENT TERMS AND CONDITIONS

- 25% Advance against submission of Bank Guarantee.
- 30% upon Delivery and Installation.
- 35% Upon signoff on Work Completion Certificate signed off by SDMSOfficial, supported by Plumb/ alignment readings. Further if the executed box storage structure is of more than 20 feet height from floor level, the Work Completion Certificate is also to be supported by stability certificate by a chartered engineer along with a report on the observations of the chartered engineer and remedial actions taken, if any.
- 10% retention amount – 12 Months from the date of sign off on handover by the SDMS Official.

OTHER TERMS AND CONDITIONS

1. SDMSL will have the right to enter into rate contract with multiple vendors/suppliers and not just one, at the L1 rate which would be discovered through reverse auction.
2. SDMS shall have the liberty to cancel the reverse auction process at any given point of time without assigning any reason there of.
3. Due GST amount should be paid by the vendor periodically as required by statute and “No Dues” certificate shall be furnished along with each invoice.
4. All the Technical documents needs to be submitted in clean scan colour pdf format and in Hard Copy . Each page of the document set needs to signed and stamped by the vendor.
5. The vendors may propose better solution than asked for with detailed specification and Demo of the product after taking all the safety and technical aspects into consideration.
6. SDMS at its discretion may place an order for 10% buffer quantity (In addition to the quantity mentioned) at the agreed discovered price after the reverse auction process.

SCHEDULE

1	Pre – Bid Meeting & Location of meet:	Online through Teams Meet (or) at StockHolding DMS Ltd P- 51, SHCIL House, TTC Industrial Area, MIDC, Mahape – 400710; On or before 7th of July 2024
2	Last date for submission of proposal with locationwise schematic drawings and material description [Note: Commercial quotes are not be submitted]	10 th of July 2024; through email addressed to subhasish.majumder@stockholdingdms.com
3	(a) Window for changes/ correction, if any and resubmission of proposal (Post initial submission): (b) Send sample of components/ Set mockup (Returnable after 3 weeks from the date of reverse auction)	(a) 16 th of July 2024; through email addressed to subhasish.majumder@stockholdingdms.com (b) The delivery of sample components/ mockup is to be setup at HO of SDMS located at Mahape within 16 th July'24. Changes if any proposed by SDMS may be incorporated by the vendor and revised proposal is to be submitted within 16th July'24. Note: Failure to arrange sample components/ set mockup within the specified date may restrict the vendor from proceeding further with the auction process.
4	Submission of Commercial Quotes in sealed envelope [Only] along with hard copy of schematic drawings and material description.	20th July 2024; couriered/ by hand at drop box kept at reception desk of – StockHolding DMS Ltd P- 51, SHCIL House, TTC Industrial Area, MIDC, Mahape – 400710
7	Date & Time of Opening of Commercial Bid:	Working hours on 23rd July 2024.
8	Date of Carrying out Reverse Auction:	Within 30th July 2024

ANNEXURES

Annexure I Technical Details of existing Box Based Storage Racks and ammendments considered.

Annexure II Drawing of existing installation (Without the new provisions as enlisted in Annex 1, for reference purpose only). Drawing as per new requirement is to be prepared by the vendor.

Annexure III Tentative forecast of upcoming requirements.

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Annexure –I Technical Details of Existing Multi -Tier Heavy Duty Storage Racks

Note:

- a) The details of existing storage racks as mentioned below are for reference only. SDMS prefers to go by same specifications. However, respective manufacturers may propose better techno commercial options.
- b) Refer Para #1 below for the changes which are to be considered to the existing setup.

Details of Existing Racks

Heavy Duty Racking comprising of

- 1) Heavy Duty Storage Unit (Double faced) Height -5160 mm , Length- 10530 mm, Depth - 1800 mm back to back with the length divided into 6 bays of 1650 mm, each having 6 loading levels with racks of sheet metal supported by 3 angle frames to accommodate 20 no's of metalboxes. Each level of 1650 x 900 to carry safe load of 500 kg's UDL (Uniform Distributed Load).

Material Details:

Upright Omega type : Height- 5160 mm
Horizontal Channel Beams - Length- 1650 mm
Drop in angles to locate boxes -Length- 896 mm

- 2) Heavy Duty Storage Unit (Single faced): Height- 5160 mm, Length- 10530 mm, Depth - 900 mm with the length divided into 8 bays of 2400 mm, each bay having 3 loading levels with racks of sheet metal supported by 3 angle frames to accommodate 20 no's of metal boxes. Each level of 1650 x 900 to carry safe load of 500 kg's UDL (Uniform Distributed Load).

Material Details:

Upright: Omega type :- Height- 5160 mm
Horizontal Channel Beams: -Length- 1650 mm
Drop in angles to locate boxes: -Length - 896 mm

Material Specifications of existing racks:

Heavy Duty
Upright with base plate -Omega Type 70 x 90 x 70 mm x 2 mm thickness
Horizontal levels -Channel 35 x 60 x 35 mm x 2 mm thickness
Drop in angles to locate boxes -Angle section 40 x 40 x 2mm thickness

Upright omega type section and Drop in solid angles finished in oven baked epoxy powder coated ultra-marine blue color finish. Horizontal channels finished in oven-baked powder coated in deep orange color.

#1 New Requirement (Changes from existing setup):

- (a) *In lieu of the boxes resting on 5 pairs of angle frames as in the existing racks, the boxes are to rest on sheet metal base of 2mm thickness, which is to be supported by 3 pairs of angle frame.*
- (b) *Apart from bracings between the upright frames, the box racks should be provided with min 30mm x 3mm flat support on the rear end to prevent any accidental fall of boxes.*
- (c) *The lower most sheet rack on which the box would rest should be min. 120mm from the floor level at it's top end, on which the sheet metal would rest.*
- (d) *The box storage above the upper most storage rack shall be taken into count provided that the box space provided above the upper most rack is also provided with extended vertical uprights till the height of ceiling or 700mm from the upper most rack, whichever is lower. The box storage above the top most rack should also be provided with a 30mm flat metallic support on the rear side.*
- (e) *The base plate below uprights should be of min. 200 mm x 200mm with sheet thickness of 4mm.*

B) Catwalk:

A Catwalk is to be provided at height of 2790 mm from the ground level of width 900 mm for access to the rack above height of 2790 mm. This shall consist of-

Slotted Angle of size 80 x 40 x 2.5mm fitted as runners to the rack on either side acting as a beam and floor gratings bolted to it with cleats. The catwalk shall have railings at one end at 900 mm height with parallel tie at 450 mm height.

The extreme end cantilever gangway to be provided with handrails through the height of 900mm for an entire breadth.

1. Catwalk of size length 10530 -x width 900 mm
2. Gangway of size length 10600 x width 900 mm

Material Details:

Slotted Angle	60 x 40 x 2.5 mm
Slotted Angle	40 x 40 x 2 mm
Steel Floor Gratings	225 x 40 x 2 mm x 900 mm length
Galvanised Nuts & Bolts	25 x 8 mm

C) Staircase

Staircase shall be provided for access to racks above 2790 mm from floor/catwalk/gangway level with two side hand rails through the height of 900mm. The staircase to have 13 treads of gratings 250mm - Riser 250mm.

Qty = ___ No.

Material Details

Slotted Angle	80 x 40 x 2.5 mm
Slotted Angle	60 x 40 x 2 mm
Slotted Angle	40 x 40 x 2 mm
Steel Floor Gratings	225 x 50 x 2 mm
Galvanised Nuts & Bolts	25 x 8 mm

Clarification:

For a storage rack unit with more than Ground Floor Level Height and capacity of more than 7500 boxes, two staircases at opposite ends to be provided to the catwalk. For a setup with more than Ground Floor Level Height and less than or equal to 7500 boxes, one staircase is to be provided to the catwalk.

Further, with every order, the supplier shall provide the following accessories at each delivery location at no additional cost –

- a) Aluminium step folding ladder of 6ft height 'Bathla' or equivalent make – 1 no. For order upto 7500 boxes capacity & 2 nos. for order of more than 7500 boxes capacity.
- b) 'L' shape trolley to carry 400 kgs UDL of size Height-1000 x Length-700 x width-500 with 02 fixed and 02 swivel heavy duty wheels - – 1 no. For order upto 7500 boxes capacity & 2 nos. for order of more than 7500 boxes capacity.

NOTE:

The cost of providing staircase, gangways, catwalks and ladders is to be included in the costing of box storages along with the cost of delivery at site. However, provision of dumb waiters will be at an additional cost.

MATERIAL SPECIFICATIONS OF KEY COMPONENTS

The racking and components comprising of upright frames, horizontal channels & drop inangles etc. are designed as per design code IS 800/801. Upright Frame and Horizontal beams & Accessories shall be manufactured from prime quality steel conforming to IS 10748 / 1995 & IS 5986/2002 Spn. All safety measures needs to be considered by providing proper bracing wherever it is required.

Painting Process

The entire material is to be subjected to seven bath process comprising of degreasing – derusting in conformity to IS 6005/1998 Spn. – phosphating conforming to IS 3618/ 1966, Class ‘ D’ – passivation - given a coat of primer and finally painted with high grade powder coated finish and baked in oven at 180

Dry film thickness shall be average of 40 microns. The testing of paints for various chemical and physical properties shall be as per IS 101/1986.

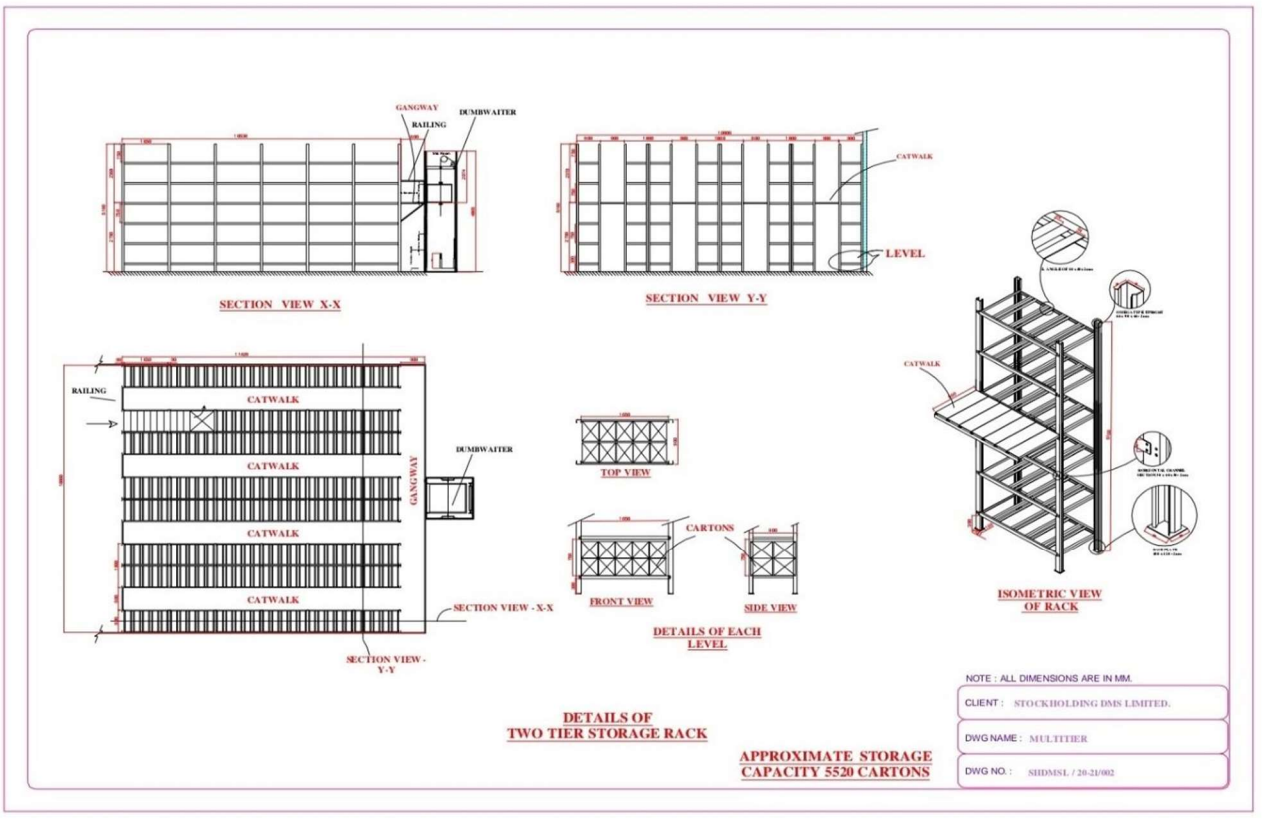
D) Dumb Waiter

Dumb waiters (Goods movement Lift) is to be provided with specifications as detailed below –

Load & Speed	:	400 Kgs & 0.5 metres per second
Travel Distance	:	28 feet [For existing G+2 Level Stacks]
Stops	:	Three Stops at Ground and mid of 1 st & 2 nd Floor Level.
Opening	:	2 openings on opposite side or side by side.
Power Supply	:	400 Volts, 3 Phase, 50 Cycles, AC (or) 1 Phase 230Volts, phase, 50 cycles.
Control	:	Automatic Push Button; Electronic Type, call & send Machine
Transmission	:	Gear Machine with motor & disc brake (or) Hydraulic
Carriage	:	Approx. 1200 mm wide on all sides & 1200 mm deep; Deep Blue or red colour; meshed door as well as sides.
Car Entrance	:	SS Meshed Vertical Door. Car opening about 900 mm (W) x 900 mm (H).
Hoistway Entrance:	:	Protected by SS304 Bi-parting Manual Doors, 900 mm (W) x 900 mm (H).
Door Operations	:	Manually Operated
Guide	:	50 mm x 50 mm x 5 mm Machined steel T sections.
Support Frames	:	No support to be taken from the storage rack structure.
Other Provisions	:	(i) Door Open Bell (ii) Up Down arrow displays at all floors.
Safety Components:	:	Limit Switches at floor levels, Buffer springs below carriage.

NOTE: The quote for dumb waiter lifts should include all cost components pertaining to delivery and installation at site including electrical DB and concealed GI Conduit cabling which is to be done at site from a power point not exceeding 15 metres from the point of installation. The quote for dumb waiter should also specify the cost of CAMC for 3 years post expiry of 1 year DLP.

ANNEXURE -II TECHNICAL DIAGRAM FOR BOX BASED STORAGE



Note: The above schematic is for the existing installations. New requirements as clarified under Para marked #1 in page 5 of the document have not been incorporated in the above schematic.

ANNEXURE III - TENTATIVE FORECAST OF UPCOMING REQUIREMENTS

Box Based Storage Racks

Sl. No.	Location	Quantity
1	Jaipur	5000
2	Jabalpur	5000
3	Patiala	5000
4	Varanasi	3500 (&)
5	Patna [New]	10000 (\$)

Dumbwaiters

Sl. No.	Location	Quantity
1	Bhiwandi	2
2	Hyderabad 2	1
3	Jabalpur	1
4	Madurai	1

Gangway, Staircase & Catwalk [Without Racks]

Sl. No.	Location	Quantity
1	Bhiwandi [G+2 Levels]	1

&: This site has a requirement of 3500 box capacity, which is an exception w.r.t. the minimum order quantity per site.

\$: The immediate requirement is of 10000 box storage capacity. The warehouse space has vacant area of another 17000 box storage capacity (approx), which would be ordered at a later stage.

Add: Larger volume of racks are anticipated over and above the stated requirements for new warehouses which are currently under consideration.
