

NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI RAJ
(Ministry of Rural Development, Government of India)
Rajendranagar – Hyderabad 500 030

e-tender for
“COMPREHENSIVE AMC HT BREAKERS, TRANSFORMERS, 500 KVA GENERATORS, MDB-1 & 2, APFC I & II, MAIN PANEL BOARD, AMF AUTOSYNCHRONISING EARTHING etc., AT NIRD MAIN SUB-STATION”

1. Online bids are invited from approved and eligible contractors of CPWD and those on appropriate list of P&T, MES, Railways and State PWD or manufacturers of AMF Auto Synchronizing Panel Board, Main Electrical Panel Board, HT Breakers etc.,

Bidding document No:EE/NIRD/20-21/NIT/11	EMD for Rs 30,000/-
Bid document download/sale start date & time	Bid submission due date and time
Publishing date: 09.02.2021 10.00 PM	18.02.2021 Up to 3.00 PM

2. The detailed Nit along with qualification criteria, EMD bidding document etc can be viewed/Downloaded from any of the given website: <http://eprocure.gov.in/eprocure/app>. Bidders are required to upload and submit their E-bid on Central Public Procurement Portal only. All amendments, time extension, clarification etc., will be uploaded in the website only and will not be published in newspapers. Bidders should regularly visit website to keep themselves updated.

F.No:
Dated:

Executive Engineer
NIRD&PR Hyderabad-30

NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI RAJ
(Ministry of Rural Development, Government of India)
Rajendranagar – Hyderabad 500 030

e-Tender for **“COMPREHENSIVE AMC HT BREAKERS, TRARNSFORMERS, 500 KVA GENERATORS, MDB-1 & 2, APFC I & II, MAIN PANEL BOARD, AMF AUTOSYNCHRONISING EARTHING etc., AT NIRD MAIN SUB-STATION”**

1. Online bids are invited under stage two bid system for the AMC for **“COMPREHENSIVE AMC HT BREAKERS, TRARNSFORMERS, 500 KVA GENERATORS, MDB-1 & 2, APFC I & II, MAIN PANEL BOARD, AMF AUTOSYNCHRONISING EARTHING etc., AT NIRD MAIN SUB-STATION”**

2. Tender documents may be downloaded from NIRD&PR website <http://eprocure.gov.in/eprocure/app>. as per the schedule as given in Critical date sheet as under:

CRITICAL DATE SHEET

Published date	09.02.2021 10.00 AM
Bid document download/ sale start Date	09.02.2021 10.00 AM
Clarification start date	09.02.2021 10.00 AM
Clarification end date	17.02.2021 03.00 PM
Bid submission start date	09.02.2021 10.00 AM
Bid submission end date	18.02.2021 03.00 PM
Technical Bid opening date	19.02.2021 03.00 PM

3. Bids shall be submitted online only at CPPP website <http://eprocure.gov.in/eprocure/app>.
4. Not more than one tender shall be submitted by one contractor or contractors having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e. when one or more partner(s) / director(s) are common be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.
5. Applicant contractor must provide demand draft for Rs.30,000 (Rupees thirty thousand only) (to be purchased on or after publication date of this tender) in favour of NIRD, Rajendranagar, Hyderabad 500 030 and payable at Hyderabad obtained from any Nationalized/ scheduled bank with their application/ downloaded tenders towards Earnest

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Money Deposit. All applicable bank charges shall be borne by the applicant and he shall not have any claim what so ever on this account on government.

6. The Hard Copy of original instruments i.e. Demand Draft in respect of earnest money deposit, other documents must be delivered to the Executive Engineer, NIRD, Rajendranagar, Hyderabad 500 030 on or before bid opening date/ time as mentioned in critical date sheet Tenderer shall likely to be liable for legal action for non-submission of original payment instrument like DD etc. against the submitted bid.
7. Bids will be opened online as per date/ time as mentioned in the Notice Inviting Tender at Central Public Procurement Portal (<http://eprocure.gov.in/eprocure/app.>) after online opening of Technical-Bid the results of their qualification as well price bid opening will be intimated later.

Submission of Tender:

The tender shall be submitted online in two parts viz., technical bid and financial bid. The offers submitted by telegram/ Fax/ email shall not be considered. No correspondence will be entertained in this matter.

Instructions for Online Bid Submission:

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL <http://eprocure.gov.in/eprocure/app.>). The bidders are required to submit soft copies of their bids electronically on the CPP portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <http://eprocure.gov.in/eprocure/app.>

Registration:

1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL <http://eprocure.gov.in/eprocure/app.>) by clicking on the link” **Online Bidder Enrollment**” on the CPP Portal is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid e-mail address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any

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Certifying Authority recognized by CCA India (e.g. Sify/ TCS /nCode /eMudhra etc.), with their profile.

5. Only one valid DSC should be registered by the a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user
7. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date value etc. there is also an option of advanced search for tenders wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date other keywords etc to search for a tender published on the CCP Portal.
8. Once the bidders have selected the tenders they are interested in they may download the required documents / tender schedules. These tenders can be moved to the respective "My Tenders" folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
9. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the helpdesk.

Preparation of Bids

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
3. Bidder, in advance should get ready the bid documents to be submitted as indicated in the tender document/ schedule and generally, they can be in PDF/ XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.
4. To avoid the time and effort required in uploading the same set of standard documents which aare required to be submitted as a part of every bid, a provision of uploading such standard documents (i.e. PAN Card copy, annual reports, auditor certificates etc) has been provided to the bidders. Bidders can use "My Space" area available to them to upload such documents. These documents may be directly submitted from the "My Spare" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.
5. Bidder should log into the site well in advance for bid submission so that he / she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any

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delay due to other issues.

6. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
7. Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
8. Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/ couriered/ given in person to the Tender Processing section, latest by the last date of bid submission. The details of the DD/ any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
9. A standard price bid format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the file and quote the amount on hard copy. Once the details have been completed, the bidder should submit it online in form of soft copy, if the file is found to be modified by the bidder, the bid will be rejected.
10. The server time (which is displayed on the bidders dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
11. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive field is done.
12. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
13. Upon the successful and timely submission of bids, the portal will give a successful bid submission message and a bid summary will be displayed with the bid no and the data and time of the bid with all other relevant details.
14. The bid summary has to be printed and kept at an acknowledgement of the submission of the bid opening meetings.

Assistance to Bidders:

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person.
2. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24 x 7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 233 7315.

Part 1 : (Technical Bid)

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The following documents are to be furnished by the Contactor in 1st Cover as per the tender document.

1. Scanned copy of Contractor Registration certificate from CPWD,PWD, Railway, MES.
2. Scanned copy of Income Tax/ Pan card
3. Scanned copy of GST Registration
4. Scanned copy of the Demand Draft for Rs.30,000 towards Earnest Money Deposit (EMD).
5. Scanned copies of similar experience certificates issued by previous clients with Synchronizing of Generators and parallel operation of transformers.

The original demand draft towards Earnest Money Deposit and hard copy of the above documents should be submitted on or before bid submission closing date and time to Executive Engineer, NIRD&PR, Hyderabad.

SCHEDULED OF QUANTITIES

Name of work: "COMPREHENSIVE AMC HT BREAKERS, TRARNSFORMERS, 500 KVA GENERATORS, MDB-1 & 2, APFC I & II, MAIN PANEL BOARD, AMF AUTOSYNCHRONISING EARTHING etc., AT NIRD MAIN SUB-STATION"

Note: The rates quoted are inclusive of all taxes, manpower etc.

1. The description of the work is as follows
 - i. "Comprehensive AMC HT Breakers, Transformers, 500 KVA Generators, MDB-1 & 2, APFC I & II, Main Panel Board, AMF Autosynchronising Earthing etc., at NIRD Main sub-station" Copies of other drawings and documents pertaining to the works will be open for inspection by the tenderers at the office of the above mentioned officer. Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. The tenderer shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a tender by a tenderer implies that he has read this notice

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S.No.	Description of items	Qty/Unit	Rate (In words & figures)	Amount (In figures)
1.	Manning Operation and Maintenance of 11 KV Sub-station located at NIRD Sub-Station by providing following technical electricians and supervisor including required materials(if any)			
a)	3 Wireman (on rotation basis in three shifts) for Sub-Station as mentioned above: Note: (Total-3 Wireman) Presence of an Wireman for 26 days will be considered as one unit month for payment .	12 months		
b)	Electrician in General shift for 11 KV sub-station and as mentioned above: Note: (Total – 1 Electrician) Presence of Electrician for 26 days will be considered as one unit month for payment	12 months		
(Rupees				
Note: Rate should be inclusive of EPF & ESI etc and provision for providing Wireman in place of weekly off may be calculated while quoting the tender, and the bidders are requested to indicate split up of rates of Job (a) and (b) as follows:				
S.No:	Description	Job 'A' (Rs.)	Job 'B' (Rs.)	
a.	Materials components(if any)			
b.	Wages (including weekly off)			
c.	ESI&EPF			
d.	Contractor Profit			

and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores,

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EXECUTIVE ENGINEER

- tools and plant, etc. will be issued to him by the Government and local conditions and other factors having a bearing on the execution of the work.
- ii. The competent authority on behalf of does not bind himself to accept the lowest or any other tender, and reserves to himself the authority to reject any or all of the tenders received without the assignment of a reason. All tenders, in which any of the prescribed conditions are not fulfilled or any condition including that of conditional rebate is put forth by the tenderer shall be summarily rejected.
 - iii. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
 - iv. The competent authority on behalf of Director General, NIRD reserves to himself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rate quoted.
 - v. The contractor shall not be permitted to tender for works in the NIRD (responsible for ward and execution of contracts) in which his near relative is posted as Divisional Accountant or as an officer in any capacity between the grades of Superintending Engineer and Junior Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any Gazetted officer in the National Institute of Rural Development or in the Ministry of Rural Development. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of this Department.
 - vi. No Engineer of Gazetted rank or other Gazetteer officer employed in Engineering or Administrative duties in an Engineering Department of the is allowed to work as a contractor for a period of two years after his retirement from Government service, without the previous permission of the in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the as aforesaid before submission of the tender or engagement in the contractors service.
 - vii. The tender for the works shall remain open for acceptance for a period of sixty days from the date of opening of tenders. If any tenderer withdraws his tender before the said period or issue of letter of acceptance which ever is earlier or makes any modifications in the terms and conditions of the tender which are not acceptable to the department, then the Government shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid.
 - viii. This Notice Inviting Tender shall form a part of the contract document. The successful tenderer / contractor, on acceptance of his tender by the Accepting Authority, shall, within 60 days from the stipulated date of start of the work sign the contract consisting of: -
 - a) The notice inviting tender, all the documents including additional conditions, specifications and drawings, if any, forming the tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.
 - b) Standard C.P.W.D. Form – 8
 - ix. For composite tenders the tenderer must associate with himself agencies of the

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EXECUTIVE ENGINEER

appropriate class eligible to tender for the other components individually.

- It will be obligatory on the part of the tenderer to sign the tender document for all the components (The schedule of quantities, conditions and special conditions etc.)
- After the work is awarded, the contractor will have to enter into separate agreement for each component with the officer concerned.
- The Executive Engineer in charge of the major component will call tenders for the composite work. The cost of tender document and earnest money will be fixed with respect to the combined estimated cost put to tender for the composite tender. Security deposit will be worked out separately for each component corresponding to the estimated cost put to tender for the composite tender. The earnest money will become part of the security deposit of the major component of work.
- On acceptance of the composite tender by the competent authority, the letter of award will be issued by the Executive Engineer-in-charge of the major component on behalf of the DG, NIRD, making it clear in the letter of award that the contractor will have to execute separate agreements for different components of work with the concerned officers of the respective discipline (Designation to be given).

General rules and directions:

1. All work proposed for execution by contract will be notified in a form of invitation to tender pasted in public places and signed by the officer inviting tender or by publication in News papers as the case may be.
2. This form will state the work to be carried out, as well as the date for submitting and opening tenders and the time allowed for carrying out the work, also the amount of earnest money to be deposited with the tender, and the amount of the security deposit to be deposited by the successful tenderer and the percentage, if any, to be deducted from bills. Copies of the specifications, designs and drawings
3. and any other documents required in connection with the work signed for the purpose of identification by the officer, inviting tender shall also be open for inspection by the contractor at the office of officer inviting tender during office hours.
4. In the event of the tender being submitted by a firm, it must be signed separately by each partner thereof or in the event of the absence of any partner, it must be signed on his behalf by a person holding a power of attorney authorising him to do so, such power of attorney to be produced with the tender, and it must disclose that the firm is duly registered under the Indian Partnership Act, 1952.
5. Receipts for payment made on account of work, when executed by a firm, must also be signed by all the partners, except where contractors are described in their tender as a firm, in which case the receipts must be signed in the name of the firm by one of the partners, or by some other person having due authority to give effectual receipts for the firm.
6. Any person who submits a tender shall fill up the usual printed form, stating at what rate he is willing to undertake each item of the work. Tenders, which propose any alteration in the work specified in the said form of invitation of tender, or in the time

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EXECUTIVE ENGINEER

allowed for carrying out the work, or which contain any other condition of any sort including conditional rebates, will be summarily rejected. No single tender shall include more than one work, but contractors who wish to tender for two or more works shall submit separate tender for each. Tender shall have the name and number of the works to which they refer, written on the envelopes.

7. The rate[s] must be quoted in decimal coinage. Amounts must be quoted in full rupees by ignoring fifty paise and considering more than fifty paise as rupee one.
8. The officer inviting tender or his duly authorized assistant, will open tenders in the presence of any intending contractors who may be present at the time, and will enter the amounts of the several tenders in a comparative statement in a suitable form. In the event of a tender being accepted, a receipt for the earnest money forwarded therewith shall thereupon be given to the contractor who shall thereupon for the purpose of identification sign copies of the specifications and other documents mentioned in Rule-1. In the event of a tender being rejected, the earnest money forwarded with such unaccepted tender shall thereupon be returned to the contractor remitting the same, without any interest.
9. The officer inviting tenders shall have the right of rejecting all or any of the tenders and will not be bound to accept the lowest or any other tender.
10. The receipt of an accountant or clerk for any money paid by the contractor will not be considered as any acknowledgement or payment to the officer inviting tender and the contractors shall be responsible for seeing that he procures a receipt signed by the officer inviting tender or a duly authorised Cashier.
11. The memorandum of work tendered for and the schedule of materials to be supplied by the department and their issue-rates, shall be filled and completed in the office of the officer-inviting tender before the tender form is issued. If a form is issued to an intending tenderer without having been so filled in and incomplete, he shall request the officer to have this done before he completes and delivers his tender.
12. The tenderers shall sign a declaration under the officials Secret Act, 1923, for maintaining secrecy of the tender documents drawings or other records connected with the work given to them. The unsuccessful tenderers shall return all the drawings given to them.
13. In the case of item Rate Tenders, only rates quoted shall be considered. Any tender containing percentage below/above the rates quoted is liable to be rejected. Rates quoted by the contractor in item rate tender in figures and words shall be accurately filled in so that there is no discrepancy in the rates written in figures and words. However, if a discrepancy is found, the rates which correspond with the amount worked out by the contractor shall unless otherwise proved be taken as correct. If the amount of an item is not worked out by the contractor or it does not correspond with the rates written either in figures or in words then the rates quoted by the contractor in words shall be taken as correct. Where the rates quoted by the contractor in figures and in words tally but the amount is not worked out correctly, the rates quoted by the contractor will unless otherwise proved be taken as correct and not the amount.
14. In the case of any tender where unit rate of any item/items appear unrealistic, such tender will be considered as unbalanced and in case the tenderer is unable to provide satisfactory explanation such a tender is liable to be disqualified and rejected.

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EXECUTIVE ENGINEER

15. All rates shall be quoted on the tender form. The amount for each item should be worked out and requisite totals given. Special care should be taken to write the rates in figures as well as in words and the amount in figures only, in such a way that interpolation is not possible. The total amount should be written both in figures and in words. In case of figures, the word "Rs" should be written before the figure of rupees and word "P" after the decimal figures, e.g. "Rs.2.20P" and in case of words, the word, "Rupees" should precede and the word "Paise" should be written at the end. Unless the rate is in whole rupees and followed by the word "only" it should invariably be up to two decimal places. While quoting the rate in schedule of quantities, the work "only" should be written closely following the amount and it should not be written in the next line.
16. The contractor shall submit an irrevocable performance guarantee of 5% (five percent) of the tendered amount in addition to the other deposits mentioned elsewhere in the contract for proper performance of the agreement (not withstanding and / or without prejudice to any other provisions in the contract) within 60 days of issue of letter of intent. This guarantee shall be in the form of government securities or fixed deposit receipts or guarantee bonds of any scheduled bank or the state bank of India, in accordance with the form annexed hereto.
17. The contractor whose tender is accepted, will be required to furnish by way of Security Deposit for the fulfillment of his contract, an amount equal to 5 % of the tendered value of the work. The Security deposit will be collected by deductions from the running bills of the contractor at 10% of the gross amount of each running bill till the sum along with sum already deposited as earnest money will amount to security deposit equal to 5% of the tendered value of the work [Bank Guarantee, is not to be accepted as Security deposit.]
18. On acceptance of the tender, the name of the accredited representative[s] of the contractor who would be responsible for taking instructions from the Engineer- in-Charge shall be communicated in writing to the Engineer-in-Charge.
19. Sales-tax, purchase tax, turnover tax or any other tax on material in respect of this contract shall be payable by the contractor and Government will not entertain any claim whatsoever in respect of the same.
20. The contractor shall give a list of both gazetted and non-gazetted C.P.W.D.&NIRD employees related to him.
21. The tender for the work shall not be witnessed by a contractor or contractors who himself/themselves has/have tendered or who may and has/have tendered for the same work. Failure to observe this condition would render, tenders of the contractors tendering, as well as witnessing the tender, liable to summary rejection.
22. The tender for composite work includes in addition to building work all other works such as sanitary and water supply installations drainage installation, electrical work, horticulture work, roads and paths etc. The tenderer apart from being a registered contractor [B & R] of appropriate class, must associate himself with agencies of appropriate class which are eligible to tender for sanitary and water supply drainage, electrical and horticulture works in the composite tender.
23. The contractor shall submit list of works, which are in hand [progress] in the following form :-

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Name of work	Name & particulars of Division where work is being executed	Value of work	Position of works in progress	Remarks
1	2	3	4	5

24. The contractor shall comply with the provisions of the Apprentices Act 1961, and the rules and orders issued there under from time to time. If he fails to do so, his failure will be a breach of the contract and the Superintending Engineer/Executive Engineer may in his discretion without prejudice to any other right for remedy available in law cancel the contract. The contractor shall also be liable for any pecuniary liability arising on account of any violation by him of the provisions of the said Act.

CPWD – 8.

National Institute of Rural Development & Panchayati Raj

State: **Telangana**

Division: **MU, NIRD**

Item Rate Tender & Contract for the work

Tender for the work of : **“Comprehensive AMC HT Breakers, Transformers, 500 KVA Generators, MDB-1 & 2, APFC I & II, Main Panel Board, AMF Autosynchronising Earthing etc., at NIRD Main sub-station.”**

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- i) To be submitted by 3.00 P.M. on 18.02.2021 to The Executive Engineer,
- ii) To be opened in presence of tenderers who may be present at 3.00 P.M on 19.02.2021 in the office of the Executive Engineer, CMU, NIRD, Hyderabad.

Issued to _____

Signature of the issuing authority

(Contractor)

Executive Engineer
CMU,NIRD
Hyderabad

Date of issue:

Corrections Interpolations Over writing EE

INTEGRITY PACT

To,

.....,
.....,
.....

Sub: NIT No. -----

for the work of:

Contractor

EXECUTIVE ENGINEER

1. "Comprehensive AMC HT Breakers, Transformers, 500 KVA Generators, MDB-1 & 2, APFC I & II, Main Panel Board, AMF Autosynchronising Earthing etc., at NIRD Main sub-station".

Dear Sir,

It is here by declared that NIRDPR is committed to follow the principle of transparency, equity and competitiveness in public procurement.

The subject Notice Inviting Tender (NIT) is an invitation to offer made on the condition that the Bidder will sign the integrity Agreement, which is an integral part of tender/bid documents, failing which the tenderer/bidder will stand disqualified from the tendering process and the bid of the bidder would be summarily rejected.

This declaration shall form part and parcel of the Integrity Agreement and signing of the same shall be deemed as acceptance and signing of the Integrity Agreement on behalf of the NIRDPR.

Yours faithfully

Executive Engineer

Form of Earnest Money Deposit (Bank Guarantee Bond)

WHEREAS, contractor..... (Name of contractor) (hereinafter called "the contractor") has submitted his tender dated(date) for the construction of.....(name of work) (hereinafter called "the Tender")

KNOW ALL PEOPLE by these presents that we Registered office at
..... (hereinafter called "the Bank") are bound unto Executive Engineer, NIRDPR Hyderabad in the sum of Rs..... (Rs. In words.....
.....) for which payment well and truly to be made to the said Executive Engineer NIRDPR, Hyderabad the Bank binds itself, his successors and assigns by these presents. SEALED with the Common Seal of the said Bank thisday of 20 THE CONDITIONS of this obligation are:

- (1) If after Technical Bid opening of tender; the Contractor withdraws, his tender during

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the period of validity of tender (including extended validity of tender) specified in the Form of Tender;

- (2) If the contractor having been notified of the acceptance of his tender by the Executive Engineer, NIRDPR Hyderabad-500030
- (3) fails or refuses to execute the Form of Agreement in accordance with the Instructions to contractor, if required;
- (4) OR
- (5) fails or refuses to furnish the Performance Guarantee, in accordance with the provisions of tender document and Instructions to contractor,
- (6) OR
- (7) fails or refuses to start the work, in accordance with the provisions of the contract and Instructions to contractor,
- (8) OR
- (9) fails or refuses to submit fresh Bank Guarantee of an equal amount of this Bank Guarantee, against Security Deposit after award of contract.

We undertake to pay to the Executive Engineer NIRDPR, Hyderabad either up to the above amount or part thereof upon receipt of his first written demand, without the Executive Engineer NIRDPR, Hyderabad having to substantiate his demand, provided that in his demand the Executive Engineer, NIRDPR, Hyderabad will note that the amount claimed by him is due to him owing to the occurrence of one or any of the above conditions, specifying the occurred condition or conditions.

This Guarantee will remain in force up to and including the date* after the deadline for submission of tender as such deadline is stated in the Instructions to contractor or as it may be extended by the Executive Engineer, Hyderabad, notice of which extension(s) to the Bank is hereby waived. Any demand in respect of this Guarantee should reach the Bank not later than the above date.

DATE
WITNESS
.....

SIGNATURE OF THE BANK

SEAL
(SIGNATURE, NAME AND ADDRESS)

Form of Performance guarantee / Bank guarantee bond

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In consideration of the President of India (hereinafter called "The Government") having offered to accept the terms and conditions of the proposed agreement between.....and (hereinafter called "the said Contractor(s)") for the work..... (hereinafter called "the said agreement") having agreed to production of an irrevocable Bank Guarantee for Rs. (Rupees..... only) as a security/guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and conditions in the said agreement.

1. We, (hereinafter referred to as "the Bank") hereby undertake to pay to the Government an amount not exceeding Rs.(Rupees... Only) on demand by the Government.
2. We,(indicate the name of the Bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demure, merely on a demand from the Government stating that the amount claimed as required to meet the recoveries due or likely to be due from the said contractor(s). Any such demand made on the bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs..... (Rupees only).
3. We, the said bank further undertake to pay the Government any money so demanded notwithstanding any dispute
4. or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Contractor(s) shall have no claim against us for making such payment.
5. We, (indicate the name of the Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the Government under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Engineer-in-Charge on behalf of the Government certified that the terms and conditions of the said agreement have been fully and properly carried out by the said Contractor(s) and accordingly discharges this guarantee.
6. We, (indicate the name of the Bank) further agree with the Government that the Government shall have the fullest liberty without our consent and without affecting in any manner our obligation hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said Contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Government against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being

Contractor

EXECUTIVE ENGINEER

granted to the said Contractor(s) or for any forbearance, act of omission on the part of the Government or any indulgence by the Government to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

7. This guarantee shall be valid up to unless extended on demand by the Government. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs. (Rupees) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharged.

Dated the day of
.....for.....(indicate the name of the Bank)

TENDER

Contractor

EXECUTIVE ENGINEER

I/We have read and examined the notice inviting tender, schedule, A, B, C, D, E & F Specifications applicable, Drawings & Designs, General Rules and Directions, Conditions of Contract, clauses of contract, Special conditions, Schedule of Rate & other documents and Rules referred to in the conditions of contract and all other contents in the tender document for the work.

I/We hereby tender for the execution of the work specified for the President of India within the time specified in Schedule 'F' viz., schedule of quantities and in accordance in all respect with the specifications, designs, drawing and instructions in writing referred to in Rule-1 of General Rules and Directions and in Clause 11 of the Conditions of contract and with such materials as are provided for, by, and in respect of accordance with, such conditions so far as applicable.

We agree to keep the tender open for Sixty days(60) from the date of opening of the eligible bids and not to make any modification in its terms and conditions.

A sum of Rs. ----- Is hereby forwarded in cash/receipt treasury challan/deposit at call receipt of a scheduled bank/fixed deposit receipt of scheduled bank/demand draft of a scheduled bank/bank guarantee issued by a scheduled bank as earnest money. A copy of earnest money in receipt treasury challan/deposit at call receipt of a schedule bank/fixed deposit receipt of scheduled bank/demand draft of scheduled bank/fixed deposit receipt of scheduled bank/demand draft of a schedule bank/bank guarantee issued by a scheduled bank is scanned and uploaded(strike out as the case may be). If I/We, fail to furnish the prescribed performance guarantee within prescribed period. I/We agree that the said President of India or his successors, in office shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely. Further, if I/We fail to commence work as specified, I/We agree that President of India or the successors in office shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the performance guarantee absolutely. The said performance guarantee shall be a guarantee to execute all the works referred to in the tender documents upon terms and conditions contained or referred to those in excess of that limit at the rates to be determined in accordance with the provision contained in Clause 12.2 and 12.3 of the tender form. Further, I/We agree that in case of forfeiture of Earnest Money or Performance Guarantee as aforesaid. I/We shall be debarred for participation in the re-tendering process of the work.

I/We undertake and confirm that eligible similar work(s) has/have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I/we shall be debarred for tendering in NIRDPR in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee.

Contractor

EXECUTIVE ENGINEER

I/We hereby declare that I/We shall treat the tender documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information/derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

Dated:

Signature of Contractor

Witness:

Postal Address

Address:

Occupation:

ACCEPTANCE

The above tender (as modified by you as provided in the letters mentioned hereunder) is accepted by me for and on behalf of the Director General for a sum of Rs.....(Rupees.....
.....).

The letters referred to below shall form part of this contract agreement: - (a)

(b)

(c)

For & on behalf of Director General
Signature

Dated:

Designation

Contractor

EXECUTIVE ENGINEER

PROFORMA OF SCHEDULES

SCHEDULE 'A'

Schedule of quantities Enclosed

SCHEDULE 'B'

Schedule of materials to be issued to the contractor.

S. No.	Description	Hire charges per day	Place of Issue	Place of Issue
NIL				

SCHEDULE 'C'

Tools and plants to be issued to the contractor

S. No.	Description of item	Quantity	Rates in figures & words at Which the material will be charged to the contractor	Place of issue
NIL				

SCHEDULE 'D'

Extra schedule for specific requirements / document for the work, if any -

Nil.

SCHEDULE 'E'

Reference to General Conditions of Contract : General Conditions of Contract 2014 with up to date amendments.

Contractor

EXECUTIVE ENGINEER

Name of Work

1. "Comprehensive AMC HT Breakers, Transformers, 500 KVA Generators, MDB-1 & 2, APFC I & II, Main Panel Board, AMF Autosynchronising Earthing etc., at NIRD Main sub-station."

Estimated cost of work	:	Rs. -----
Earnest money	:	Rs. 30,000/-
Performance guarantee	:	5 % of tendered Value
Security Deposit	:	2.5 % of tendered value

SCHEDULE 'F'

(GENERAL RULES & DIRECTIONS):

Maximum percentage for quantity of items of work to be executed beyond which rates are to be determined in accordance with

Clauses 12.2 & 12.3 : See below

Officer inviting tender: : **Executive Engineer NIRDPR, Hyderabad**

Definitions:

2(v) Engineer-in-Charge

**Executive Engineer NIRDPR,
Hyderabad**

2(viii) Accepting Authority : **Executive Engineer (NIRDPR, Hyderabad)**

2(x) Percentage on cost of : **15%**
materials and Labour cover all to overheads and profits

2(xi) Standard Schedule of Rates : **DSR E&M 2018 and Market Rates**
Corrected up to last date of submission of bid.

2(xii) Department **NIRDPR, Hyderabad**

9(ii) Standard CPWD Form 7 & GCC 2014, modified & Corrected up to last date of submission of bid

Contractor

EXECUTIVE ENGINEER

Authority to decide:

- (i) Extension of time : Executive Engineer, NIRDPR, Hyderabad
- (ii) Rescheduling of mile stones : Not applicable
- (iii) Shifting of date of start in case of delay in handing over of site : **Not applicable**

Clause 6, 6A

- (i) Clause applicable - (6 or 6A) : **Clause 6A**

Clause 7

i	Gross work to be done together with :net payment /adjustment of advances for material collected, if any, since the last such payment for being eligible to interim payment	1/4 of award amount or 1 bill in 3 months whichever is minimum /earlier.
---	--	--

Clause 7A : Applicable

- (i) No running account bill shall be paid for the work till the applicable labour licences, registration with EPFO, ESIC and BOCW Welfare Board, whatever applicable are submitted by the contractor to the Engineer-in- Charge

Clause 10A

List of testing equipment to be provided by the contractor at site : **NIL**

Clause 10B (ii)

Whether Clause 10 B (ii) shall be applicable : Not Applicable

Contractor

EXECUTIVE ENGINEER

Clause 10C - Whether Clause 10C applicable : Applicable
 a) Component of Labour **100%**
 (Expressed in Percentage of total value of work)

Clause 10CA - Whether clause 10CA shall be applicable Applicable

Clause 10CC:

Clause 10CC to be applicable in contract : Not Applicable
 with Stipulated period of completion
 exceeding the Period shown in next column

Clause 11

Specifications to be followed for execution of work	C.P.W.D. General Specifications for Electrical works (Internal & External) with upto date amendments.
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Clause 12 Type of work: Maintenance work

12.2. &12.3	Deviation limit beyond which clauses 12.2 & 12.3 shall apply for building work	50% (Fifty percent)
12.5	Deviation Limit beyond which clauses 12.2 & 12.3 shall apply for foundation (except earth work)	-NA-

Clause 16

Competent Authority for deciding reduced rates: **EE, NIRDPR**

Clause 18

List of mandatory machinery, tools & plants to be deployed by the contractor at site -----**As required for timely execution of work**-----

Clause-25 : Technical Committee, NIRDPR

Clause36 (i)

Contractor

EXECUTIVE ENGINEER

Requirement of Technical Representative(s) and Recovery Rates

Sl. No.	Minimum qualification of Technical Representative		Minimum Experience (Year)	Designation	Rare at which recovery shall be made from the contractor in the event of not fulfilling provision of clause 36(i)
	Qualification	Number			
---Nil---					

Assistant Engineers retired from Government services that are holding Diploma will be treated at par with Graduate Engineers

Diploma Holder with minimum 10 years relevant experience with a reputed construction company can be treated at par with graduate Engineers for the purpose of such deployment subject to the condition that such diploma holders should not exceed 50 % of requirement of degree Engineers.

Clause 42 : NOT APPLICABLE

MEMORANDUM OF UNDERSTANDING [M.O.U] BETWEEN

Contractor

EXECUTIVE ENGINEER

(Successful bidder and Generator Authorized personal)

1] M/S [Name of the firm with full address]
Enlistment Status
Valid Upto:

[Henceforth called the main contractor]
And

2]M/S [Name of the firm with full address]
Enlistment Status
Valid Upto:

[Henceforth, called Associated Electrical Contractor or Electrical Contractor]
For the execution of Electrical Work

1. NIT No.----- ,
2. **“Comprehensive AMC HT Breakers, Transformers, 500 KVA Generators, MDB-1 & 2, APFC I & II, Main Panel Board, AMF Autosynchronising Earthing etc., at NIRD Main sub-station.”**

We state that M.O.U between us will be treated as an agreement and has legality as per Indian Contract Act [amended upto date] and the department [CPWD] can enforce all the terms and conditions of the agreement for execution of the above work. Both of us shall be responsible for the execution of work as per the agreement to the extent this MOU allows. Both the parties shall be paid consequent to the execution as per agreement to the extent this MOU permits. In case of any dispute, either of us will go for mediation by the EE, NIRDPR, Hyderabad. Any of us may appeal against the mediation to the **Director General**. His decision shall be final and binding on both of us.

We have agreed as under:

- 1] The electrical contractor will execute all electrical works in the wholesome manner as per terms and conditions of the agreement. .
- 2]The electrical contractor shall be liable for disciplinary action if he fails to discharge the action[s] and other legal action as per agreement
- 3]All the machinery and equipments, tools and tackles required for execution of the electrical works, as per agreement, shall be the responsibility of the electrical contractor.
- 4]The site staff required for the electrical work shall be arranged by the electrical

Contractor

EXECUTIVE ENGINEER

contractor as per terms and conditions of the agreement.

5]Site order book maintained for the said work shall be signed by the main contractor as well as by the Engineer of the Associated Contractor and by Associated Contractor himself.

6]All the correspondence regarding execution of the electrical work shall be done by the Department with the Associated Contractor with a copy to the main contractor. In case of non-compliance of the provisions of agreement, the main contractor, as well as the associated contractor shall be responsible. The action under clauses 2 and 3 shall be initiated and taken against the main contractor.

SIGNATURE OF MAIN CONTRACTOR

SIGNATURE OF ASSOCIATED

ELECTRICAL CONTRACTOR.

Date:

Date

Place

Place:

Contractor

EXECUTIVE ENGINEER

SCOPE OF WORK

1. Operation and maintenance of 11 KV / 415V Main Electrical Sub-station at NIRD HT Breakers, Transformers with necessary HT and LT necessary cables, Bus Ducts necessary control cables details are given below:

2. Operation and maintenance of 11 KV / 415V Main Electrical Sub-station at NIRD HT Breakers, Transformers with necessary HT and LT necessary cables, Bus Ducts necessary control cables details are given below:
 1. Operation and maintenance of HT Breakers, Transformers, as stand by with necessary HT / LT cables, Bus-duct etc as available at Sub-station of NIRD.
 - i. 11KV, 800A, 25KV PCVCB with all supporting structure with CT/PT with porceling clad structure mounting PCVCB, CT's and PTs with operating mechanism marshaling box and protection terminal box and necessary accessories as available at sub-station at NIRD.
 - ii. CT ratio of 150/5 amps class 0.2, 15VA for metering and PT ratio of 11 KV/SQ Root 3/11KV/SQ, Root 3 metering, control and relay panel suitable for out door type etc available at HT yard available at Sub- station at NIRD.

3. 11 KV HT Switch gear panel indoor/ out door type one incoming and two out going feeders as available in main sub-station.

4. 1000 KVA, 11KVA/ 433V, Three Phase 50 Hz, Delta/ Star connected in- door type as available in sub-station.

5. Bus-Bar trunking 2000 A, 50KA pre-fabricated air insulated bus trunking suitable for 415V three phase, four wire 50 Hz AC supply as available in main sub-station.

6. 11KV, 3 core x 185 sq. mm XLPE and 11 KV 3 Core x 120 XLPE as available in main sub-station.

7. 11KV Heat Shrinkable in door and out door cable jointing and cable end termination as available in sub-station.

8. Checking of oil levels of two transformers.

9. The entire electrical system should be kept in proper working condition by carrying out periodical routine checks, services and maintenance.

10. Maintenance of HT panel and operation of panels includes replacement of indicating lamps as and when required.

11. Attending the emergency breakdowns and changeover of feeders and when ever required.

Contractor

EXECUTIVE ENGINEER

12. Complete maintenance of HT & LT panels checking and cleaning of ACB controls, switches, inspection of bus bars, cable terminations and tightening when ever required.
13. Regular checking of Ammeters and Voltmeters on the panel board and replacement of faulty meters.
14. The job includes coordination with the AP Transco & CPDCL officials to sort out the day to day problems, to ensure regular supply to the organization.
15. Operation and maintenance of 2 nos of 500 KVA DG Sets with AMF Auto Synchronizing facility, load sharing:
 - i. Operation and maintenance of 500 KVA / 413V Diesel Generator sets (Two) as available in the main sub-station.
 - ii. AMF Synchronizing panel with necessary metering with necessary breakers 1000A and 2000A, Relays, Timers, Indicating lamps, MCB's etc as available in the sub-station.
 - iii. Spare parts, tools consumables and cleaning metals like brushes, cloth, cleaning liquid etc required for execution of the job should be supplied by contractor only except DG sets consumables like Diesel and Engine oil.
 - iv. For DG sets Diesel and Engine oil will be supplied by department (NIRD) but log sheets be maintained by the Tenderer only.
16. The list of items given in the schedule is only indicative and contractor should keep the system in good working condition at all items.
 - i. The job also includes carrying out the cable insulation tests and insulation values and winding motors / DG sets during preventive maintenance, breakdown maintenance and preparing the report.
 - ii. The contractor has intimate the list of spare parts requirement when ever replacement.
 - iii. The incoming line voltage at main substation point needs to be constantly monitored and record
 - iv. Maintenance of daily log sheets in register, hourly reading of various meters to be entered in log sheets.
17. Operation and maintenance of body earthing, neutral earthing, power cable control / cable, jointing and termination etc as available in the sub-station.
18.
 - i. Keep the premises and panel boards clean and tidy in the control room.

Contractor

EXECUTIVE ENGINEER

- ii. The maintenance of personnel should report to work if the office operates on Sunday's and Holidays.
 - iii. The work carried out by the contractor should be endorsed on the day to day basis by NIRD authorized representative in the absence of which payment will not be made.
 - iv. Replacement of blown off fuses in LT panels in sub-station and controlling points.
- 19. Tighting the termination bolts, lube oil and fule oil checking and topping up when ever required.
- 20. Checking the radiator water regularly and if necessary fill Bibo water whenever required.
- 21. Checking of batteries of DG sets regularly and always kept in charging.
- 22. Checking of Air filters regularly and clean wherever necessary.
- 23. Checking Transformers, panel boards and all main switches, cables termination DG sets every week (only holidays) regularly with Prear intimation to officer in charge.
- 24. Operation and maintenance of main electrical panel board and automatic power factor control panel board as available in substation, details are given below:
 - i) Operation and maintenance of main PCC with incomer-I with 2000A, EB- Transformer-I, Incomer-II with 2000A DG Set-I, Incomer-III with 2000A, EB- Transformer-II Incomer-IV with 2000A DG set-II and bus-coupler with 2000A with necessary out going feeders, metering, relays, Timers. MCB's indicating lamps etc is available in main subm-station at NIRD.
 - ii) Operation and maintenance of Automatic Power Factor Control Panel Board with 1000A, ACB with necessary out going feeders, power facto relay, Amm meter, Volt meter, selector switches, indicating lamps, capacitors, ON and OFF push button indicating lamps, switches, fuse links, power contractors etc as available in the sub station.
- 25. Operation and maintenance MDB-I and MDB-II and Automatic power factor control panel board – II as available in the sub-station. Details are given below:
 - i. Operation and maintenance of MDB-I, incomer of 1000A with Four Pole ACB 50 KA with control fuses, KWH meter, RYB Indicating lamps and out going feeders of 630A, 400A, 250A, 200A, 160A, 125A, 100A etc as available in the substation at NIRD.
 - iii) Operation and Maintenance if MDB-II, incomer of 1000 A with

Contractor

EXECUTIVE ENGINEER

- Four pole ACB 50 KA with control fuses, KWH meter, RYB Indicating lamps and out going feeders of 630A, 400A, 250A, 160A, 125A, 100A etc as available in the substation at NIRD.
- iv) Automatic power factor control Panel-II incomer of 1000A with Four Pole ACB 50 KA with control fuses, Volt meter, Amm meter, Power factor relay, selector switches, out going of 125A SDF, 110A Power Contactor ON and OFF Push buttons, 63A SDF, Fuse links, Power Contactor ON and OFF push buttons power cable, controlling cables as available in the substation at NIRD.

Contractor

EXECUTIVE ENGINEER

TERMS AND CONDITIONS OF COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT	
1.	The installation under maintenance should be intact and in shape as available on the date of starting of AMC work. Components or dismantling any portion of the unit for whatever reasons it should be with prior permission of Engineer in charge.
2	.A register for the purpose shall be maintained in the substation. The entries made in the register under the signature of the Junior Engineer, Electrical and on duty electrical staff shall be reckoned as final or purpose of operating this cause
3	All the services carried out are to be entered in log book, prepared with a service report unit wise and to submit to a copy thereof to NIRD for record. The contractor shall also maintain repairs, maintenance and replacement of spare parts etc periodically to monitor the efficient functioning of main electrical substation.
4.	The installation under maintenance should be intact and in shape as available on the date of starting of substation work. Removal of the unit or dismantling any portion of the unit for whatever reason it should be with the prior permission of Engineer in charge.
5.	The equipment is to be handled in a skilled way. Any damage to the substation or malfunction on account of bad handling shall be the responsibility of the contractor and it should be made good to its original status and to the satisfaction of Engineer in charge at the contractor's risk and cost.
6.	All instruments for carrying out maintenance and contractor shall arrange preventive maintenance work and important tools like Megger, Earth tester, Tong Tester, Multi meter, meter, electric drill machine, cell tester, hydro meter, all sizes of spanners etc should be provided by the contractor only.
7.	All the materials required for the service should be arranged by the contractor only.
8.	The staff employed shall be qualified and experienced to carry out the work entrusted. They should attend duties in good dress and maintain etiquette.
9.	The contractor should engage qualified persons for each shift with helper also.
10.	Relief duty persons should be arranged by the contractor for all duty persons in every week.

Contractor

EXECUTIVE ENGINEER

11.	The contractor should pay minimum wages for skilled and un-killed persons as per the labour act.
12.	All the persons engaged by the contractor should attend duty in time. The duty persons maintained discipline.
13	The contractor has to provide at substation premises at his own expenses the first aid appliances and medicines including adequate supply of sterilized dressing material for the staff employed.
14	The contractor is responsible to take care of the staff employed by them in regard to medical facility that maybe needs for the staff while on duty either on account of unforeseen circumstance or other wise and the contractor should
15.	The staff employed for substation should be experienced as well as operating properly DG sets, setting over loads, tap changing, proper handling capacitor banks replacement of HG fuses etc.
16.	The agency should not employ any Technician/ Helper below 18 years of age and above 60 years of age.
17.	The successful agency shall arrange for suitable uniform, shoes, caps etc as per the act.
18.	The contractor periodical check up for all main switches, MCCB's, Transformer oil checking etc.
19.	Recording of operation, monitoring the instrument reading, maintaining the account of diesel, daily check up of batteries, when ever required as directed by the Engineer in charge.
20.	The fuel for all the two Generators will be provided by NIRD. The account of diesel should maintain properly in log book and correct balance will maintain all the shift duty persons. Any time the officer in charge found the wrong maintaining the diesel log book take action against the duty person and also the agency.
21	The agency and on duty persons should handle the costly electrical equipments in substation of NIRD and Aravli very carefully and mishandling the equipments in un-proper way the competent authority take serious action. The agency duty persons are full responsibility is any damage happened.
22	All the two generators should not open for small repair also without the prior intimation to the Engineer in charge.
23	The contractor/ agency should maintain the attendance for all the staff engaged in NIRD substation. All the duty persons are not leave the duty area without prior permission.
24	The contractor should fix the date to pay the wages for engaging the staff in NIRD

Contractor

EXECUTIVE ENGINEER

	substation in every month. The contractor/ agency should pay the wages in time for smooth running of substation of NIRD.
25	The contractor should claim quarterly contract bill with submission of the certificate of the Junior Engineer/ Executive Engineer with proper bill.
26	NIRD reserve the right to cancel the contract without any liability by giving one month advance notice if maintenance of units, generators, installations, service are found not satisfactory, any violation of the terms and conditions of this contract and on Administrative grounds without any assign reasons.
27.	NIRD reserves the right to cancel the AMC if:
a.	Maintenance of the subject to the maintaining the units is not satisfactory.
b.	Proper prevent maintenance is not followed.
28.	Income tax and work contract tax as applicable is recovered as per prevailing rules.
29	An EMD of 30,000/- (Rupees thirty thousand only) shall be deposited by the bidder in the form of DD from any Nationalized scheduled bank in favour of NIRD, Hyderabad while submitting the Tender Document. The same will be released after completion of AMC period. In case if the successful bidder fails to continue the AMC services within the stipulated period the EMD shall be forfeited.
30	All the break down calls shall be attended within three hours, failed to attend the call, the same will be rectified by the department and the cost of repairs will be deducted from the AMC charges.
31	The AMC is including labour charges, replacement of spare parts such as McB's, MCCB, ACB's Timers, any other spare part of T Breaker, Transformer, Bus-duct Synchronizing panel board. No claims for extra payment towards spare parts.
32.	Payment will be done once in three months on submission of the bills, duly certified and authorized the in-charge.
33.	The contractor / agency shall give unconditional acceptance for the terms and conditions stipulated is order by assigning the authorized representatives signature on each page schedule before commencing the maintenance contract.

GENERAL TERMS AND CONDITIONS

Contractor

EXECUTIVE ENGINEER

34.	All the services carried out are to be entered in log book, prepared with a service report unit wise and to submit to a copy thereof to NIRD for record. The contractor shall also maintain, repairs, maintenance and replacement of spare parts etc periodically to monitor the efficient functioning of main electrical sub-station and Aravali substation under AMC.
35.	The equipment is to be handled in a skilled way. Any damage to the substation of malfunction on account of bad handling shall be the responsibility of the contractor and it should be made good to its original status and to the satisfaction of Engineer in charge at the contractor's risk and cost while carrying out the repairs / replacements of spares inspection of substation the agency should take care of surrounding area viz by not spoiling the walls with oil and other stains. Under all the circumstances care has to be taken by the agency in making good walls.
36.	The NIRD is not responsible in any way for the staff employed or deputed by the contractor for any statutory eligibilities or any causes during the occurrency of the contract or their after. It is the responsibility of the contractor to take care all such cases and consequences.
37.	For delay in rectification any defect which becomes defective and unserviceable beyond 24 hours from the time of intimation to the contractor, penalty @ Rs.1000/- per day of the delay in attending to the fault and making good shall be imposed and deducted from the service bill in case of repair.
38.	NIRD reserves right to cancel the AMC in maintenance substation is not satisfactory and proper preventive maintenance is not followed.
39.	Operation and Maintenance of 11 KV sub-station yard at NIRD substation located at NIRD.
a.	Operation and Maintenance of A / B Switches when ever required.
b.	Operation and maintenance of HT (In coming and LT (out going Breakers) and other equipments in sub-station.
c.	Maintenance of earthing systems in sub-station.
d.	Checking of oil levels of two Transformers.
e.	Maintenance of HT Panel and operation of panels includes replacement of indicating lamps as and when required.

Contractor

EXECUTIVE ENGINEER

f.	Attending the emergency breakdowns and changeover of feeders and when ever required.
g.	Complete maintenance of HT & LT panels checking and cleaning of ACB controls, switches, inspection of bus-bars, cable terminations and tightening when ever required.
h.	Regular checking Ammetrs and Voltmeters on the panel boards and replacement of faulty meters.
40.	The job includes coordination with the AP Transco & CPDCL officials to sort out the day to day problems, to ensure regular supply to the organization.
41.	The entire electrical system should be kept in proper working condition by carrying out periodical routine checks, services and maintenance.
42.a.	Spare parts, tools, consumables and cleaning metals like brushes, cloth, cleaning liquid etc required for execution of the job should be supplied by contractor only except DG sets consumable like Diesel and Engine oil.
b.	For DG set Diesel and Engine oil will be supplied by department (NIRD) but log sheets should be maintained by the tenderer only.
43.	The list of items given in the schedule is only indicative and contractor should keep the system in good working condition at all times
44.	The job also includes carrying out the cable insulation tests and insulation valves and winding of Motors / DG sets during preventive maintenance, breakdown maintenance and preparing the report.
45.	The contractor has intimate the list of spare parts requirement when ever replacement.
46.	The incoming line voltage at main sub-station point needs to be constantly monitored and record.
47.	Maintenance of daily log sheets in register, hourly reading of various meters to be entered in log sheets.
48	Keep the premises and panel board clean and tidy in the control room.

Contractor

EXECUTIVE ENGINEER

49.	The maintenance of personnel should report to work if the office operates on Sundays and Holidays.
50.	The work carried out by the contractor should be endorsed on the day to day basis by NIRD authorized representative in the absence of which payment will not be made.
51.	Replacement of blown off fuses in LT panels in substation and controlling points.
52.	Tightening the termination bolts, lube oil and fuel oil checking and topping up whenever required.
53.	Checking the radiator water regularly and if necessary fill filter water whenever required.
54.	Checking of batteries of DG sets regularly and always keep in charging
55.	Checking of Air filters regularly and clean whenever necessary
56.	Checking Transformers, Panel Boards and all Main Switches, Cable termination DG sets every week (only holidays) regularly with prior intimation to officer-in-charge.
57.	The scope of the contract is for comprehensive maintenance (all inclusive) with least down time for giving a satisfactory services for the main sub-station and including two Generators as per the schedules.
58.	Preventive maintenance of the units as per standard practice is to be carried out for the substation under the supervision of qualified Technical persons/ Engineer of the contractor at least once in month.
59.	In case of any break down, the company service engineer/ technical person should reach the office of NIRD within one hour on receipt of the complaint and organize to put back the unit into service normal operation immediately, duly rectifying.
60.	All the services carried out are; to be lodged and prepared with a service report unit wise and to submit a copy their of to NIRD for record.
61.	The contract covers for all the spare parts that are required to be replaced for smooth operation of the equipments including panel boars spare parts capacitor banks and spares, 500 KVA Generators' 250 KVA generator, synchronizing panel boards, Transformers, HT breakers, MCCB's, ACB's etc. No claim for extra payment towards spare parts or any other maintenance used including MCCB;s,

Contractor

EXECUTIVE ENGINEER

	ACBs ,Timers, relays for repairing and rectification work is acceptable.
62.	The installation under maintenance should be intact and in shape as available on the date of starting of AMC work. Components or dismantling any portion of the unit for whatever reasons it should be will prior permission of Junior Engineer (Elec.), NIRD
63.	The equipment is to be handle in a skilled way. Any damage to the unit or malfunction on account of bad handling shall be responsibility of the contractor and it should be made good to its original status and to the satisfaction of the Engineer in charge at the contractor's risk cost. While carrying out th repairs/ replacement of spares/ inspection of units, the agency should take care of surrounding area viz by not spoiling the walls with oil and other strains. Under circumstances if they arrive, care has to be taken by the agency in making the good walls.
64.	The NIRD is not responsible in any way for the staff employed or deputed by the contractor for any statutory eligibility's on any cause during currency of the contract or thereafter. It is the responsibility of the contractor to take care of all such cases and consequences.
a.	If MCB's, MCCB's, AMCB's, Timers or any other complaint related to above subject becomes defective and needs replacement within 3 days time shall be allowed from the date of occurrence of fault. Fraction of the day shall be counted as full day only for purpose of deduction.
b.	Public holidays and holidays declared for labour shall not be counted for the purpose of the delay. Intimation shall be made on telephone to the officer in charge or Engineer (Elec.) of the contractor giving reference to the complaint number date and time and which the complaint is being lodged for purpose of monitoring the process of attending to the fault.
c.	A register for the purpose shall be maintained in the office of the Junior Engineer (Elec.). The entries made in the register under the signature of the Junior Engineer (Elec.) and on duty electrical staff shall be reckoned as final or purpose of operating this cause.
65.	Payment of the service rendered shall be made at the end of such intermittent period as mutually agreed upon and on receipt of the bills for the period of service done from the contractor. Intermittent period shall not be less than three months.
66.	The contract period of AMC services to the successful bidder will be initially for one year only from the date of commencement of services. If the employer finds the services of the agency are satisfactory and if mutually agreeable, the

Contractor

EXECUTIVE ENGINEER

	competent authority can extend the services further on the same terms and conditions or as may be mutually agreed upon.
67.	Income tax and work contract tax as applicable is recovered as per prevailing rules.
68	The successful agency, after award of contract, make arrangements for employing a Technician / Engineer to be present at NIRD premises on all days round the clock duties shift wise 6.00 AM to 2.00 PM , 2.00 PM to 10.00 PM and 10.00Pm to 6.00 AM and 9 AM to 5 PM respectively.
69	The agencies should inspect the premises of NIRD and check all the Electrical – panel boards, APFC panel boards, HT Breakers, Transformers, Bus-duct, Synchronizing panel boards, 500 KVA generators two etc., in the main sub-station.
70	All the AMC items covered should be returned to NIRD in working condition when the terms expires or when the contract is terminated.
71	The contractor / agency should make arrangements for employing a Technical / Engineer who has relevant experience to be present at the NIRD premises on all the days from 6.00 AM to 2.00 PM , 2.00 PM to 10.00 PM and 10.00 PM to 6.00 AM in addition to shift duty persons one Engineer/Supervisor should be available from 9.00 AM to 5.00 PM.
72	Contractor / agency shall pay a visit once in a month to monitor the proper functioning of above mentioned equipment such as panel boards, bus- ducts, transformer, HT breakers etc apart from attending to break down calls. He shall carry on general check up and preventative maintenance during the visit.
73	All the break down calls shall be attending within three hours, failed to attend the call, the same will be rectified by the department and the cost of repairs will be deducted from the AMC charges.
74	The AMC is including labour charges, replacement of spare parts such as MCB's, MCCB's, ACB's, Timers any other spare part of T Breakers, transformers, bus-duct, synchronizing panel board, no claims for extra payment towards spare parts.
75	Payment will be done once in three months on submission of the bills, duly certified and authorized by in-charges and Executive Engineer for payment.
76	The Executive Engineer, NIRD may terminated the contract at any time for unsatisfactory service or without assigning any reasons thereof and call back the maintenance charges paid less the proportionate charges for the period o service rendered by the contractor / agency

Contractor

EXECUTIVE ENGINEER

77	The contractor / agency shall give unconditional acceptance for the terms and conditions stipulated in order by assigning the authorized representatives signature on a copy of this order, before commencing the maintenance contract.
78	All the services carried out are to be entered in log book, prepared with a service report unit wise and to submit a copy thereof to NIRD for record. The contractor shall also maintain, repairs, maintenance and replacement of spare parts etc. Periodically to monitor the efficient functioning of main electrical sub-station under AMC as per the Performa attached.
79	The installation under maintenance should be intact and in shape as available on the date of starting of sub-station work. Removal of the unit or dismantling any portion of the unit for what every reason it should be with the prior permission of Engineer-in-charge.
80	The equipment is to be handled in a skilled way. Any damage to the substation or malfunction on account of bad handling shall be the responsibility of the contractor and it should be made good to its original status and to the satisfaction of Engineer-in-charge at the contractor risk.
81	All the instruments for carrying out maintenance and contractor shall arrange preventive maintenance work and important tools like Megger, Earth tester, Tong tester, multi meter, electric drill machine, cell tester, hydro meter, multi meter, electric drill machine, cell tester, hydro meter. All sizes of spanners etc should be provided the contractor only.
82.	All the materials required for the service should be arranged by the contractor only.
83.	The staff employed shall be qualified and experienced to carry out the work entrusted. They should attend duties in good dress and maintain etiquette.
84.	The contractor should engaged qualified persons for each shift and helper also.
85.	Relief duty persons should arranged by the contractor for all duty person in every week.
86.	The contractor should pay minimum wages for skilled and un-skilled persons as per the labour act.
87.	All the persons engaged by the contractor should attend duty in time. The duty persons maintained discipline.

Contractor

EXECUTIVE ENGINEER

88.	The contractor has to provide at sub-station premises at his own expenses the first aid appliances and medicines including adequate supply of sterilized dressing material for the staff employed.
89.	The contractor is responsible to take care of the staff employed by them in regard to medical facility that may be needed for the staff while on duty either on account of unforeseen circumstances or otherwise and the contractor should bear all the expenses in such cases.
90.	The staff employed for sub-station should be experienced as well as operating properly DG sets, setting over loads, tap changing, proper handling capacitor banks, replacement of HG fuses etc.
91.	The successful agency shall arrange for suitable uniform, shoes, caps etc as per the act.
92.	The contractor periodical check up for all main switches, MCCB's, Transformer oil checking etc.,
93.	The contractor should be responsible for the two Generator sets for proper in time servicing from authorized service center and the change of engine oil as per manual and recommendations of the company and the payment of the service charges will be paid contractor only.
94.	500 KVA DG Set (2) in NIRD substation should operation of these DG's sets to provide power supply then CPDC power supply fails, General up keep of the sets, daily and weekly checks as required to keep the sets always in working condition is very much essential.
95.	Recording of operation, monitoring the instrument readings, maintaining the account of diesel, daily check up of batteries, when ever required as directed by the Junior Engineer / Executive Engineer.
96.	The agency or duty persons not handling for repairs or rectification or any MCCB, Transformer side to take permission of the Junior Engineer /
97.	All the three Generators should not open for small repair also without the prior intimation of the Junior Engineer / Executive Engineer.
98.	The duty persons should handed over the all the records to duty person in each shift. The fuel record should maintain properly and log book entries should be sent like power failure hours, diesel consumption, diesel balance should be submitted to Junior Engineer when even ever asked,
99.	All the materials mentioned in the schedule of quantities should be arranged by the contractor/ agency only. Only required fuel will arranged by NIRD.

Contractor

EXECUTIVE ENGINEER

100.	The contractor should fix the date to pay the wages for engaging the staff in NIRD substation in every month. The contractor / agency should pay the wages in time for smooth running of substation of NIRD and Ravalli.
101	The contractor should claim quarterly contract bill with submission of the certificate of the Junior Engineer / Executive Engineer with proper bill.
102.	NIRD reserve the right to cancel the contract without any liability by giving one month advance notice if maintenance of units, generators, installations.
103.	The contractor shall provide the staff for manning installations as per the requirements of shift prescribed in the tender document. It is the responsibility of the contractor to required man power, in case of emergency attending break down beyond shift timings for which no extra payment shall made by the department.
104	The contractor shall submit the list of persons to be employed on the job which relevant certificate of trade and experience and also arrange to issue identity cards to such persons engaged on the job, the whole process carried out the entire satisfaction of Engineer-in-charge or his designated.
105	The staff should invariable display the identity card on his pocket when duty and were uniform as directed by the Engineer-in-charge.
106	The contractor must entry any components taking inside of the NIRD in the security of the main gate.
107	The contractor take back any component for repair or his own can take gate pass of the Executive Engineer. The contractor should not take any items without gate pass take serious action.

1. The work in general shall confirm to CPWD specifications Vol.-I, Vol.-VI/ electrical specifications with up to date correction slips and as directed by the Engineer-in-charge.
2. The rate shall be mentioned both in figures and words, the rates mentioned in words will be taken as correct rates.
3. The rates are net and inclusive of all taxes transport royalty, VAT., octroi etc., and nothing extra to be paid on any account.
4. No T & P will be issued by NIRD.
5. A variation of 10% is allowed in quantities for all the times.
6. The contractor should make his own arrangements for all the materials including cement, steel etc., and shall be kept under the control of the Executive Engineer, NIRD., ISI., approved products only shall be used.

Contractor

EXECUTIVE ENGINEER

7. The water is to be arranged by the contractor at his own cost, if any time the water is supplied by NIRD a deduction of 1% of the bill amount will be deducted from the bill.
8. The payment will be made as per actual measurements.
9. Any damage to the adjacent structure shall be made good by the contractor at his own cost.
10. The right to reject any or all the tenders reserve with the EE NIRD.
11. The contractor shall clear the site properly after completion of the work.
12. The income tax and other statutory recoveries will be recovered from the gross amount of the bills as per rules.
13. The time limit for the completion of the work is as mentioned in tender notice and any delay beyond the stipulated time period compensation will be levied from the contractor as per CPWD rules.
14. No labour will be allowed to stay in the campus in nights however the chowkidar who looks after the materials of the contractor will be allowed to stay.
15. The contractor should procure cement (OPC) from the reputed companies such as CORAMANDEL, KCP., ACC., AMBUJA, ULTRA TEK etc., as directed by Engineer-in-charge.
16. The contractor should procure steel from the reputed firms.
17. The contractor has to submit the VAT Registration certificate before recording Ist Running Account bill.

Contractor

EXECUTIVE ENGINEER