

भारतीय उष्णदेशीय मौसम विज्ञान संस्थान,  
पाषाण, पुणे - 411008  
INDIAN INSTITUTE OF TROPICAL METEOROLOGY  
PASHAN, PUNE-411008

निविदा सूचना/TENDER NOTICE

निदेशक, भारतीय उष्णदेशीय मौसम विज्ञान संस्थान, (पृथ्वी विज्ञान मंत्रालय, भारत सरकार का एक स्वायत्त संस्थान) डॉ. होमी भाभा रोड, पाषाण, पुणे - 411 008 (भारत) "जनशक्ति सहित 22 केवी सबस्टेशन के गैर-व्यापक वार्षिक रखरखाव अनुबंध" हेतु निर्माताओं/आपूर्तिकारों एवं उनके प्रत्यायित विक्रेता एजेंटों से पृथक मुहरबंद लिफाफे में मुहरबंद निविदाएं (भाग-I तकनीकी बोली, भाग-II वित्तीय बोली) आमंत्रित करते हैं।

Director, Indian Institute of Tropical Meteorology (An autonomous Institute under the Ministry of Earth Science, Govt. of India), Dr. Homi Bhabha Road, Pashan, Pune- 411 008 (India) invites sealed tenders (Part-I – Technical Bid, Part-II –Commercial Bid) in separate sealed covers from Manufacturers / Suppliers and their accredited selling agents for the "Non-Comprehensive Annual Maintenance Contract of 22 KV Substation with manpower"

विवरण सहित निविदा दस्तावेज संस्थान की वेबसाइट से डाउनलोड किए जा सकते हैं।

Tender documents with details can be downloaded from institute's website.

आईआईटीएम, पुणे में निविदा प्राप्त होने की अंतिम तिथि : 26 नवंबर 2014 12.00 बजे

Last date of receipt of Tender at IITM, Pune : 26<sup>th</sup> November 2014 12:00 hours

निविदा खोलने की तिथि (केवल तकनीकी बोलियाँ) : 26 नवंबर 2014 15.00 बजे

Opening of Tenders (Technical bids only) : 26<sup>th</sup> November 2014 15:00 hours

संस्थान को किसी निविदा या सभी निविदाओं को बिना कारण बताए निरस्त करने का अधिकार है। विस्तृत जानकारी हेतु कृपया सरकार का सेंट्रल प्रोक्यूरमेंट पोर्टल (सीपीपी) <http://www.eprocure.gov.in> इसके साथ ही संस्थान की वेबसाइट [www.tropmet.res.in](http://www.tropmet.res.in) देखें। The Institute reserves the right to reject any or all tenders without assigning any reason thereof. For details please visit Government's Central Procurement Portal (CPP) <http://www.eprocure.gov.in> as well as this Institute's Website: <http://www.tropmet.res.in>

एलएसीडी प्रबंधक, कृते निदेशक  
ई मेल: Email: [psu.iitm@tropmet.res.in](mailto:psu.iitm@tropmet.res.in)

**1. Terms & Conditions:**

- a. Tenders/quotations, addressed to the Director, Indian Institute of Tropical Meteorology, Dr. Homi Bhabha Road, Pashan, Pune -411008, must be submitted in sealed cover super-scribing **“Quotation for Non-Comprehensive Annual Maintenance Contract of 22 KV Substations with manpower”, due Date 26<sup>th</sup> November 2014**
- b. The Tenderers are requested to give detailed sealed tenders in their own forms in two bids, i.e. Part I – Technical Bid and Part II – Commercial Bid. Both the sealed bids should be sent in another sealed envelope addressed Director, Indian Institute of Tropical Meteorology, Dr. Homi Bhabha Road, Pashan, Pune -411008, so as to reach on or before due date i.e. **26<sup>th</sup> November 2014**
- c. Bidders have to submit two separate bids in two envelopes and you may keep both the bid envelopes in an envelope for sending to us. One envelope will contain only the TECHNICAL SPECIFICATIONS, EMD, and Tender fee. Another envelope will contain only the commercial bid, AMC Price, and any other information which has financial implications. The main envelope which will contain both the bids, should be super scribed with our tender enquiry No. PWS/141/2014/11 due date **26<sup>th</sup> November 2014** **“Quotation for Non-Comprehensive Annual Maintenance Contract of 22 KV Substations with manpower.”**
- d. The Technical Bids will be opened on the specified due date and the / commercial bids of only those bidders will be opened whose technical bid is found suitable to us.
- e. This tender is not transferrable.
- f. Quotation received after due date will not be considered, quotations received thru email, fax are also not considered.
- g. The quotation must be valid for 90 days from the date of opening.
- h. The Institute reserves the right to accept or reject any quotation or part thereof without assigning any reason.
- i. The Successful bidder shall not further sublet of the Non-Comprehensive AMC under any circumstances to a third party / sub contractor for the maintenance.
- j. The Successful bidder within period of 10 days has to submit an agreement for the value 100/- on non-judicial stamp paper.
- k. The Maintenance of all equipment to be done timely as per IEC rules and regulations.
- l. The cost of any material required to be replaced should be reasonable and should be communicated to the Institute in case of faulty and should be replaced only after receiving verbal/written approval from IITM.
- m. All emergency required spares and consumables should be kept in IITM for emergency use.
- n. The Contractor should maintain/promptly arrange the tools/tackles required for smooth execution of the work. An indicative list of tools/tackles is mentioned hereunder: -
  1. Megger – 1000/5000 volts.
  2. Crimping tools.
  3. Ratchet set.

4. Tool kit {D – Spanner, Ring Spanner (5-40 No's each)

5. Pliers, tester & test lamps.
6. Earth tester.
7. Power meter.
8. High voltage discharge rod.
09. High voltage safety gloves.
10. Torch, emergency light.
11. Electrical screw driver set
12. Hand gloves and safety belts.
13. First aid kit

- o. However any other tools felt necessary for execution of the work would also have to be arranged by the contractor.
- p. Contactor has to quote as per BOQ and after visiting the site and study the site installations. Any clarifications should be done before bidding.
- q. For choosing L1 all the 3 years quoted as per BOQ will be taken into account.

## 2. Broad Scope of Work:

- a. IITM is having 22 KV substation setup to cater the load of institute and HPC .Institute has to maintain maximum uptime of power to HPC which runs 24\*7 and 365 days. For maintaining critical HT and LT panels, transformers, Non –comprehensive AMC is required. (List of HT and LT Equipment attached).
- b. The contractor should depute electrician 24\*7 i.e. 1 electricians per shift and one supervisor in G-shift only. The electricians deputed by the contractor should have minimum 3 years of experience and possess wiremen competency certificate for working on 22KV/ 11KV/ 415 Volts installation.
- c. The Supervisor will be working in G-shift and should have minimum 2 year experience and passes the Electricity License issued by Electrical Inspector of Govt. authority for system voltage upto 22KV and should have minimum qualification of diploma/B.E in electrical engineering.
- d. The successful bidder shall abide by all applicable statutory provisions in respect of workmen deployed by him as per law of land. The contractor shall comply with all labor laws including payment of wages as per minimum wages act.
- e. It shall be the duty of the contractor to acquaint his staff with all safety regulations as proposed by any statutory authorities.
- f. The contractor shall indemnify IITM against any violation of safety laws, rules and regulations while carrying out operations as required by the contract.
- g. All liabilities, owing to injury/death due to negligence or miscommunication or during discharging regular work of the contractor, will be to the contractor and what so ever the work, in any case IITM will not be responsible for any liabilities of injury/death, it's the duty of contractor to guide the staff regarding safety.
- h. The contractor shall execute the work as per IS code of practice of relevant equipments and follow the IE rules 1956. The contractor has to follow the safety & procedures & practices in electrical works as per IS 5216 part 1 and part 2.
- i. All staff while working on electrical installation & infrastructure should use adequate safety/protection equipment such as follows:
  1. Electrical safety gloves.
  2. Rubber shoes
  3. Safety belt
  4. Earthing discharge rod
  5. Insulated line tester

### 3. Eligibility criteria:

- a. The contractor must have valid Electrical Contractor License for working as electrical contractor of **22 KV/11KV/415 Volts** substations issued by Maharashtra state/ state administration of the state in which the contractor is working.
- b. Vendor must have completed at least three similar AMC contracts. (Comprehensive AMC or Non-comprehensive AMC) Names of reputed organizations, satisfactory performance reports where AMC was carried out should be given.
- c. Copy of Documents showing Proof of PAN & ESI Registration nos.

### 4. Earnest Money Deposit / Tender Fee:

- a. You to be submit EMD of Rs. **28,000.00 (Rs. Twenty eight thousand only)** in the form of Demand Draft, Banker's cheque, or Bank Guarantee, from nationalized bank, payable at Pune in favor or Director, Indian Institute of Tropical Meteorology, Pune 411008
- b. You have to be submit Rs. **500.00 (Rs. Five hundred only)** towards **tender document fee** in the form of banker's cheque, demand draft, payable at Pune in favor of Director, Indian Institute of Tropical Meteorology, Pune 411008.

### 5. Break-down and emergency works:

- a. The sub-station, HPC and all other installations are critical and will be functioning round o'clock 365 days in a year on all holidays and Sundays. The contractor shall have to take care of exigencies that may be encountered promptly.
- b. It's the duty of contractor to provide 24\*7 service and in the event of breakdown it's the duty of contractor/expert to reach the site at the earliest and should restore the system to normal working conditions, failing to which a penalty will be imposed on the contractor.
- c. In case of any major failure, IITM may ask the contractor to carry out repairs for which necessary services should be rendered by contractor promptly.
- d. The Engineers will not change the setting of any equipment without seeking the prior permission and information IITM's Electrical Maintenance Unit's official.

### 6. Penalty clause:

- a. Since the equipments are critical penalty shall be imposed due to delay in recovering the system to normal working conditions i.e. the system has to be restored to normal working condition within reasonable time failing to which, penalty of up to 10% of the total contract value will be deducted from any bill.

### 7. Termination of Contract Agreement:

- a. In case of repeated failures/unsatisfactory performance, Director IITM will be at liberty to terminate the contract at any time.

### 8. Duration of agreement

- a. The contract period is for one year only. However it may be extended annually for 2 years more based on performance and approval from Director.

**BILL OF QUANTITIES**

**NAME OF WORK: - Non-Comprehensive Annual Maintenance  
Contract pertaining to sub-station and Electrical Installations at IITM**

<b>Sr. No.</b>	<b>Description</b>	<b>Rate/year</b>	<b>Service tax</b>	<b>Total Amount</b>
1	Non-Comprehensive Annual Maintenance Contract of HT and LT Electrical Installations at IITM. (For First year )			
2.	For Second Year (extension period)			
3.	For Third Year (extension Period)			

List of HT and LT Equipment

Sl. No	HT system	Nos.	Location
1.	22KV Load Break Switches	6	MSEB substation to IITM RMU room
2.	22KV RMU with metering kiosk	1	RMU
3	1600 KVA Transformers	2	Substation
4	11KV Colony Substation (Transformer, HT,LT,LBS)	1set	Colony
Sl. No	LT system	Nos.	Location
1	Main LT PANEL , Make Zenith Engg	2	Substation
2	DG Set Synchronising Panel. Make :PowerTech.	1	Substation
3	Capacitor Panel Make: (Claritas power system soln)	2	Substation
4	RTCC Panel	2	Substation
7.	Substation Battery Bank	1	Substation
8.	Old substation LT panel	2	Old substation
9.	HPC Main LT PANELS	4	HPC LT Panel room
10	CHILLER MOTOR LT Panel	4	HPC Terrace
11	LT PDU Panel at HPC data center	1set	HPC Data Center
12	UPS LT O/G PANELS	2	UPS Room at HPC
15	Main Building and Meghdoot l/g LT panels	1Set	Office building