

Balmer Lawrie & Co. Ltd.

(G & L- Silvassa))

(A government of India Enterprise)

Survey No. 201/1, Rakholi-Sayli Road, Sayli, Silvassa-396230(D&NH).

Phone- (0260) 3260332, Fax- (0260) 2680009, E-mail - srivastava.sk@balmerlawrie.com

TENDER ENQUIRY

Tender No. GLS/1718/162

Date: - 21/02/18

Due date: - 07/02/18 till 6.00 PM

Dear Sirs,

Sub: Complete Preventive Functional Maintenance of "Various Electrical Equipment".
For the period from April -2018 To March- 2019

Sealed offers in a single bid/ envelop, are invited as per *Scope of work, General Terms & Conditions, Undertakings and Obligations of Contractor, Price Schedule* enclosed in annexure- A, B & C respectively.

Your offer, complete in all respect furnishing details should be submitted to us on or before the due date.

Thanking you,

Yours faithfully,

For Balmer Lawrie & Co. Ltd.



(Shobhit Srivastava)
Manager (Purchase)

Encl.: As above



Scope of Work

FOR TRANSFORMER TOP OVERHAULING

- A. Cleaning of core after dismantling of top cover of transformer.
- B. Cleaning and Sludge removing from Conservator & main tank of the unit.
- C. Replacement of Transformer oil with free issue new transformer oil after necessary filtration.
- D. Providing and replacement of Breather unit .
- E. Checking of Transformer Bushing both incoming and out going side (if found any damage replacement of Bushing)
- F. Maintenance of Tap changing Switch of Transformer .
- G. Maintenance & Testing Bucholz relay unit of Transformer.
- H. Tighting of HV & LV Side Cable connection.
- I. Checking & Testing of OLTC mechanism of the unit.
- j. Testing of Insulation resistance of Transformer windings.
- K. Earth resistance test of earth pit of Neutral and body.

FOR MAINTENANCE OF L T DB & MCC PANEL & APFC PANEL

- A. Inspection of Bus bar Chamber, unit compartments and cable alleys of the panel
- B. Cleaning dust ,small particles etc by hand blower or vacuum cleaner.
- C. Checking tightness of all Electrical Joints.
- D. Checking alignment of operating handles for all switches and MCBs.
- E. Measuring insulation resistance of the system for any short of ground connection using a 500/1000 volt DC meggar.
- F. Replacement of defective parts like voltmeter, ampmeter, connector,S/F unit ,indicator lamp etc if necessary with free issue material
- G. Testing of MCCB of the unit by proper testing kits.

FOR MAINTENCE OF HT-VCB PANEL

- A. Checking of earth bus continuity.
- B. Checking With draw ability of breaker.
- C. Checking tightness of all bolts and wiring
- D. Checking mechanical charging –closing –tripping of breaker
- E. Checking mechanical inter locks of breaker.
- F. Checking electrical charging –closing-tripping of breaker
- G. Checking of all Signal lamps of the unit.
- H. Testing of all Protective Relays like over current earth fault relay with necessary testing kit.
- I. Operational testing of WTI ,OTI , Bucholz relay & Master trip .

FOR EARTH PIT RESISTANCE TEST

- A. Earth pit resistance test with Earth tester.

FOR MAINTENANCE OF AIR CIRCUIT BREAKER

- A. Cleaning of breaker with CRC-226.
- B. Removal of old grease and re-greasing the same with recommended grease.
- C. Checking condition of arcing contact and gap between fixed and moving contact.
- D. Checking the reset mechanism, tripping of breaker through push button.
- E. Checking presence of all circlips of the unit.
- F. Checking condition and alignment of jaw contact with cradle terminals.
- G. Checking condition of ACB wiring and replace if required.
- H. Checking proper closing of all poles together.
- I. Checking & testing of release by secondary injection for O/L,S/C,E/F.

1.0.0 General Terms & Conditions

1.1.0 Instruction to Tenderers:

- 1.1.1 Before filling up, the complete Tender Specification should be read properly. Avoid overwriting while filling the tender papers. The tender document may also be downloaded from our web site www.balmerlawrie.com within the due date of the tender.
- 1.1.2 If the tenderer find any discrepancy, omission, ambiguity or conflict in or among the documents forwarded or be in doubt as to their meaning and interpretations, such matter shall be brought to the attention of the company (Balmer Lawrie & Co. Ltd.), at least four days before prior to the date of filling/submission of the Tender.
- 1.1.3 Tender must contains any other information / enclosures as may be needed to complete the schedule job in all respect on a separate page/sheet under 'schedule of deviations'.
- 1.1.4 **It is Mandatory** for the tenderers shall visit the site and make themselves thoroughly acquainted with the nature and requirements of the work, facilities for access of materials, mode of transport and storage and removal unwanted material.
- 1.1.5 **It is Mandatory** for all the tenderers, to have valid work license for such type of jobs with previous experience. Further, preferences will be given to those, who have a good liaison with "State Power Supply Board" i.e. 'DNHPDCL', as may be one part, required for this job.
- 1.1.6 **Submission of tender will be the conclusive evidence as to the fact that the tenderer has fully satisfied themselves as to the nature and scope of the work, site conditions, General terms & conditions and all other factors, affecting the performance of the contract and the cost thereof.**
- 1.2.0 **Submission of offer:** - Bidder shall submit their sealed offer in a single bid/envelope, *superscripting the envelope with tender no., date & due date* along with following enclosures-
- 1.2.1 Covering letter with reference no. & date.
- 1.2.2 Acknowledgment of General Terms & Conditions;
- 1.2.3 Schedule of deviations sheet [deviation /additional item/service as identified by vendor during his site visit]
- 1.3.0 **Selection & placement of offer:** A tenderer must have to quote for all the jobs/heads under supply Balmer Lawrie & Co. Ltd. reserve the right to reject/accept all or any offer(s) without assigning any reason whatsoever. Purchase/work order will be placed on a single **technically & commercially qualified vendor**, whose total price of entire job stands lowest.
- 1.4.0 **Jurisdiction:** - All disputes are subject to Silvassa jurisdiction.

- 1.5.0 **Job completion Period:** -The expected completion period of entire job should be one year. The job shall be carried out at our works at **Survey No. 201/1, Sayli-Rakholi Road, Sayli, Silvassa-396230(D&NH)** on Sunday or any holidays as per call-ups given by BL.
- 1.6.0 **Liquidated damages:** -Vendor shall be liable to pay liquidated damages for the following:
- 1.6.1 Failure to complete the required job as per PO and handing over to BL within the scheduled period. In such case, vendor shall be liable to pay liquidated damages @ 0.5% of job contract value per week or part thereof subject to a maximum of 5.0%.
- 1.6.2 Any damage caused to the property and/or machinery (including its any part) of BL, directly and/or indirectly incidental to and connected with the execution of the work-In such case the loss shall be assessed by BL and vendor shall be liable to indemnify the value of such damaged property and/or machinery.
- 1.7.0 **Price schedule:** - The price shall be quoted as per specified format given in Annexure-D. The price must be quoted for all the jobs of annexure-D to complete the job in all respect because no escalation in price/value shall be allowed after placement of the order or during the execution of work at site.
- 1.8.0 **Payment terms:** -
- 1.8.1 Since the entire job as per tender /PO cannot be completed by vendor in one attempt(see above 1.5.0), therefore vendor will be allowed to raise his bill(s) in split, BUT only after completion of the PO jobs -- amounting of at least 50% of PO value and 100 % of such 'bill(s)' value will be released within 30 days from the date of their submission of bill(s) duly certified by BL after completion of the same as per PO.
- 1.9.0 **Guarantee Period:** -One year (12 Months) from the date of successful completion & acceptance of the EACH Jobs under respective heads -- out of total PO jobs from the date of its respective completion and 'site-handover' to BL. During this guarantee period the performance of the job has to be in line with the expected / agreed quality as per tender/PO and if not then vendor has to rectify the same at **no extra cost to BL** and to the satisfaction of BL/tender.
- 1.10.0 **Validity of offer:** -The offers shall remain valid for a period of 60 days from the due date of the tender.
- 1.11.0 **Factory Rule:** -Your engincers/ workmen have to abide by the BL factory rules and regulations. Only adult and skilled workmen shall be allowed to work in BL premises.

Annexure-C

2.0.0 Undertakings and Obligations of Contractor

2.1.0 Care of works

2.1.1 Proper care shall be taken during transport/handling (if any), re-erection, re-commissioning and testing of the equipment to avoid damage to equipment and properties and injury to persons.

2.1.2 The supply material shall be dispatched to the site duly packed (if require) with instructions. The material shall be delivered in good condition, necessary scaffolding, lifting tools and tackles to be used for loading, unloading and shifting of heavy equipments and material shall be provided by the contractor.

2.1.3 Contractor shall remove all wreckage, rubbish etc from site and stack the wastage at the space allotted for the purpose. On completion of the works, the contractor will keep the space clean and fit for occupation to the satisfaction of the company and demolish store, remove all debris, waste and surplus material supplied/created by them. In case the contractor does not maintain good housekeeping, the company has the right to get the work done and debit the cost to the contractor.

2.1.4 All necessary safety measures to be take care as indicated in section 1104.

2.2.0 Insurance: The contractor shall cover the following insurance till the complete job is handed over.

2.2.1 All workmen/ persons employed by the contractor and subcontractor against accident, injury & death.

2.2.2 All material and entire installation against loss or damage during transit.

2.2.3 Vendor shall comply with all procedural requirements as defined in the insurance policy to ensure that it is alive till the successful commissioning or handing over of job to BL whichever is later.

2.3.0 Safety

2.3.1 Proper safety precautions and measures to be taken care of on the principle of "Safety comes first" during the entire contract period. The contractor shall be bound to bear any claim or compensation for the accidents, injury and death arising out of negligence on their part to ensure such safety measures including the expenditure for defense legal proceedings.

2.3.2 Care shall be taken to provide and maintain the following safety measures and statutory safety rules and act in force by contractor.

- 2.3.3 Ladders and scaffoldings shall be provided for the work that cannot be done from the ground. Portable single ladders shall not be more than 8 meters. Additional labour should be provided for folding the ladders. Over hung platforms and platforms provided for the ladders and scaffoldings shall be of minimum 300 mm wide and shall be with rising of minimum 1000mm high.
- 2.3.4 Safety belts, helmets & goggles to be provided by the contractor to all the workmen.
- 2.3.5 Fabrication and welding gangs should be provided with gloves, protection-goggles, welding helmet etc.
- 2.3.6 Hoisting machines and tackles including their attachments, anchorage and supports of adequate capacity should be used for handling heavy equipments.
- 2.3.7 Workmen engaged in electrical work should be provided with gloves, and footwear's of adequate insulation value.
- 2.3.8 Workmen engaged in toxic chemicals, paints etc should be provided with gumboots, gloves, goggles mask and other protective attachment depending upon the depth of expected hazard.
- 2.3.9 All safety requirements depending on the nature of work should be provided to minimize the occurrence of accidents.
- 2.4.0 **Statutory rules and regulations:** Please note that this is a contract for work and accordingly all liability pertaining to this contract including those of the people engaged by the contractor solely rests upon the contractor. The contractor should also indemnify the Company against any deviation from the statutory rules and regulations to be observed by the contractor in respect of their people. **ESI/PF/Minimum Wages and all other statutory liabilities shall be borne by the contractor.**
- 3.0.0 **Undertakings and Obligations of BL**
- 3.1.0 **Power supply:** BL shall provide free one power point within battery limits. Contractor may use an extension cable at this own cost with prior permission of BL.
- 3.2.0 **Water supply:** BL shall provide free one connection within battery limits. Contractor may take an extension at this own cost with prior permission of BL.
- 3.3.0 **Storage:** BL shall provide space for storage of equipments, raw material etc. Temporary partition, doors etc if required shall be arranged by the vendor at this own cost.
- 3.4.0 **Security:** No special security other than normal plant security shall be provided.

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4.0.0

Price Schedule

Annexure-D

	DESCRIPTION OF JOBS	QTN	UNIT	RATE	AMOUNT
1	750 kva 11000/433 volt Transformer Top overhauling, oil change with filtration, and testing, with free issue 590 lts transformer oil. Others material like Gasket/packing are in vendor scope.	1	NOS		
2	Preventative maintence & testing of L.T DB panel no -DB-01 (Main distrubution panel) Rating-1250 amps including (a) 1600 amps L&T make, (b) 1000 amps L&T make MCCB servicing and testing of relays with required kits.	1	NOS		
3	Preventative maintence & testing of LT DB panel no-DB 03.(Admin building distrubution panel) Panel rating :-250 amps, MCCB rating 250 amps.	1	NOS		

consumables e.g. CRC, emery paper, conductor sleeve etc. are in vender scope.

Contact Person :

Contact No. :

Signature with official stamp

	DESCRIPTION OF JOBS	QTN	UNIT	RATE	AMOUNT
4	MCC panel Preventative maintence & relay testing of MCCB with required testing kit.				
4.a	Panel-no-01 - Grease plant ground floor:- panel rating 600 amps, 415 volt , MCCB no-1 rating 600 amps, L&T make , MCCB no-2 rating 1000 amps,415volt, L&T make	1	NOS		
4.b	Panel-no-02 - Grease plant ground floor:- Panel rating 250 amps 415 volt SFD unit.	1	NOS		
4.c	Panel-no-03 - Grease plant 1st floor:- Panel rating 1000 amps,415 volt , MCCB rating 1000 amps , L&T make.	1	NOS		
4.d	Panel-no-04 - Oil plant 1st floor :- Panel rating 650 amps,415 volt , S/F unit rating 650 amps.	1	NOS		
4.e	Panel no -5 - pressur vessel - 02 :- Panel rating-250 amps ,415 volt MCCB rating -250 amps	1	NOS		
4.f	Panel no -6 - pressur vessel - 03 :- Panel rating-250 amps ,415 volt MCCB rating -250 amps.	1	NOS		

consumables e.g. CRC, emery paper, conductor sleeve etc. are in vender scope.

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	DESCRIPTION OF JOBS	QTN	UNIT	RATE	AMOUNT
4.g	Panel-no-07 - Bitumen plant Ground floor :- Panel rating 250 amps,415 volt, S/F unit rating 250 amps.	1	NOS		
5	Preventative maintenance & Testing of HT VCB panel complete with 1250 amps ,12 kv ,VCB servicing and Realy testing with testing kit.	1	NOS		
6	Testing of Earth pit Resistance.	25	NOS		
7	Panel DG -02 -Maintenance & testing of 800 amps rating AIR CIRCUIT BREAKER (L&T make)of 600 kva DG Set unit.	1	NOS		
8	Maintenance & testing of 800 amps rating AIR CIRCUIT BREAKER (GEC make) ,415 volt,50hz , 4 pole.	1	NOS		
9	Maintenance of HPL make ,800 amps ,440 volt,50 hz ,4 pole Change over over switch.	1	NOS		
10	GST.....%				
11	Total GST Value				
12	Grand total job value including GST				
13	SAC/NO Under GST				
14	Job completion period (applicable as per 1.50)				
15	Liquidity damage (applicable as per 1.6.0)				
16	Payment terms (applicable as per 1.8.0)				
17	Guarantee / warrantee (applicable as per 1.10.0)				
18	Validity of offer (applicable as per 1.11.0)				

consumables e.g. CRC, emery paper, conductor sleeve etc. are in vender scope.

Contact Person :

Contact No:

Signature with official stamp