

GOVERNMENT OF ASSAM
OFFICE OF THE PRINCIPAL CUM CHIEF SUPERINTENDENT
Tezpur Medical College & Hospital, Tezpur, Bihaguri - 784010, Assam
(Under Society for Medical Education, Tezpur)

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No. SMET/TMC/NIT/354/2014/7971

Date:- 05/11/2020

**TENDER FOR OPERATION AND MAINTENANCE OF 33/11 KV SUBSTATION
ALONG WITH 15 KM LENGTH 33 KV LINE FROM DEPOTA TO TEZPUR MEDICAL
COLLEGE (RE-TENDER)**

Sealed tenders under two bids system are invited by the Principal cum Chief Superintendent of Tezpur Medical College & Hospital (TMC&H), Tezpur for Operation and Maintenance of 33/11 kv substation and 15 km of line from Depota to Tezpur Medical College on annual contract basis.

The proposal duly signed on Technical and Commercial Bid should be addressed to Principal cum Chief Superintendent, TMC&H, Tezpur, Tumuki, Bihaguri, Tezpur, Sonitpur, Pin: 784010 to reach **on or before 11:00 a.m. on 16.11.2020**. Interested bidders or their authorized representatives may present at the time of opening of bids (both technical and financial) to witness the proceedings to be conducted therein. The technical bid shall be opened at 11:30 a.m on 16.11.2020. The date of opening of financial bids shall be intimated in due course of time.

The Tender document may be downloaded from the website: www.tmcassam.org

SCOPE OF WORK

The scope of works will be all round maintenance of 33 kv lines, 11 kv lines, transformers, breakers and control panels and other related equipment's from Depota substation to supply points of indoor panels. The cost of equipment/spares to maintain the system will be provided by the owner as per the rates prevailing in the market.

The maintenance of the control room, switch yard and 33 kv and 11 kv lines will be in 24x7 mode for the year of maintenance.

The successful bidder will engage adequate man power to maintain the system as referred above to the extent necessary to ensure 24x7 mode of supply of electricity.

INSTRUCTIONS TO BIDDERS AND GENERAL TERMS & CONDITIONS

(1) Eligibility criteria

- (i) The bidder/ Company / Firm / Agency should have electrical Supervisor's Licence for all purpose to cover 33 kv works as approved by Chief Electrical Inspector cum Advisor of Government of Assam.
- (ii) The bidder/ Company / Firm / Agency should be registered with the appropriate registration authority required for the business being involved in this tender.
- (iii) The bidder /Company / Firm / Agency should have at least three years of experience in maintaining 33/11kv or higher voltage capacity substations in

Government Departments/Public Sector Undertakings etc. Please arrange to provide a written statement regarding the fulfillment of this experience criteria by you based on the documentary evidence submitted by you indicating the name of the organization (s) served, value of job, capacity of sub-station, period of AMC etc. Copies of work orders, performance certificates / completion certificates etc. supporting the fulfillment of this criterion are to be submitted without fail. **Please note that** the details furnished towards fulfillment of this experience criterion should be for Annual Maintenance Contracts of similar nature only and not for the installation/construction/project works.

- (iv) The bidder /Company/Firm/Agency should have an average annual financial turn over of at least Rs. 20 lakhs during the last three years.
- (v) The bidder /Company/Firm/Agency should have valid PAN No.
- (vi) The bidder /Company/Firm/Agency should have valid ESI & EPF Registration No. (If applicable)

Documentary proof for the above shall be produced along with the offer, failure of which the offer may be disqualified.

(2) Tender Fee (Non-refundable) of Rs. 2,500/- (Rupees two thousand five hundred only) in the form of demand draft only, payable to “Member Secretary, SMET, Tezpur” and payable at Tezpur shall be required to be submitted by the bidders without which the tender will be regarded as non-responsive.

(3) Earnest Money Deposit (EMD)of Rs. 50,000/- (Rupees fifty thousand only) in the form of a Demand Draft/FDR/Bank Guarantee valid for three month issued in favor of “Member Secretary, SMET, Tezpur” and payable at Tezpur shall be required to be tendered by the bidder. The tender, if not, accompanied by Earnest money will be liable to be summarily rejected. The EMD of the unsuccessful bidders would be returned within 7 days after finalization of tender. However, in the case of those Bidders who fail to qualify the eligibility criteria and whose technical bids does not qualify, their EMD will be refunded within 7 days from date of finalization of technical bids. Earnest Money Deposit of the successful bidder will be returned after submission of the Performance Security Deposit.

(4) Performance Security Deposit: The successful bidder should deposit a Performance Security Deposit of Rs. 1,00,000/- which shall be forfeited in the event of the contract being terminated for breach of contractual obligation.

(5) The firm shall assign all the men, tools and plants required for effective maintenance of the Sub-station equipments. TMC&H shall not supply any of the same except the materials for the replacement.

(6) Every tenderer is expected to inspect the site of the proposed work before quoting.

(7) The initial period of contract shall be for a period of one year. The contract may be renewed for further one year depending on satisfactory performance basis. The contract with the successful bidder will be terminated in the event the performance is not up to mark as per the observation of the monitoring committee constituted for assessment of performance of the contractor.

(8) TMC&H will not be responsible for any loss or damage to the men, tools and plants engaged by the firm for the work.

(9) The responsibility of maintaining the system shall rest solely with the contractor.

- (10) The payments will be made on quarterly basis after providing satisfactory service during the period of maintenance.
- (11) The compliance with Provident Fund, ESI for Employees and payment of GST as per extant rules shall be the sole responsibility of the contractor. Payment towards these will be made on production of documentary proof for having paid to the same for the previous month.
- (12) The contractor shall ensure that the payment to workforce deployed is made not later than 7th of succeeding month through e-payment only.
- (13) The contractor shall depute staff to ensure round-the-clock maintenance of services on all days of the Month.
- (14) Successful Bidder will have to enter into an agreement with TMC&H. The format of the agreement shall be drafted based on the Terms & Conditions / Clauses mentioned in this NIQ document. However, TMC&H reserves the right to add / delete any other Clauses in this Agreement.
- (15) The Contractor has to arrange at their own cost all necessary approval from Government or any other statutory body, if required, for effective execution of the contract.
- (16) Contractor's personnel or their family members shall not be allowed to stay / reside at site.
- (17) The Contractor shall carry out the operation and maintenance with the help of qualified persons who are totally familiar with the work they are required to perform. All the Electrical works should be carried out through qualified licensed Electricians only.
- (18) Any damage or loss due to failure to carry out prescheduled maintenance work shall be at the risk and cost of the contractor.
- (19) The workmanship and services provided by the contractor will be checked periodically by TMC&H. In case of unsatisfactory performance, TMC&H reserves the right to terminate the contract by giving one month notice.
- (20) In the event of contractor showing lack of attendance, negligence to work or under-performance in the opinion of TMC&H, then the contract may be terminated at any stage, without prejudice to the other rights available with the TMC&H under any other relevant clauses of the contract.
- (21) Spares required for maintenance of electrical equipment shall be supplied / borne by TMC&H.
- (22) All major faults and problems shall be reported to the concerned official immediately of occurrence through a memo. After inspection by the concerned official, procedures for rectification must be sent for approval by the TMC&H authority.
- (23) All necessary components required for the maintenance of all equipment shall be arranged by the contractor at the market rate after obtaining approval from TMC&H and same shall be reimbursed by TMC&H as stated above, along with acknowledgement of having done the work from the concerned official.

(24) Vendors exempted from the submission of EMD, etc as per Govt. directives are required to furnish the copy of the certificate issued by Govt. for such exemption in lieu of EMD. The EMD Deposited by the tenderer shall not bear any interest to the contractor.

(25) **TWO BID SYSTEM:**

- (a) Interested bidders shall be required to submit “Technical Bid” & “Financial Bid” separately in sealed envelopes by super scribing one envelope as “Technical Bid for Operation and Maintenance of 33/11 KV Substation in TMC&H” and the other envelope as “Financial Bid for Operation and Maintenance of 33/11 KV Substation in TMC&H”.
- (b) Both these proposals should be sealed in a Master Envelope superscripting “Proposal for Operation and Maintenance of 33/11 KV Substation in TMC&H” and also indicating thereon:
 - i) Reference No. of the NIT.
 - ii) Due date for submission of the NIT.
 - iii) Name of the firm with address, Phone & Fax, e-mail.
- (c) “Technical Bid” envelope should contain the copies of the relevant documents establishing bidder’s eligibility to perform the work being tendered, the entire tender notice in token of acceptance by the contractor of all terms & conditions, demand drafts towards Tender Fee & Earnest Money Deposit in original and other documents as may be considered essential under terms & condition and instructions of this NIT.
- (d) “Financial Bid”: The “Financial Bid” shall contain only the rates offered by the bidders. Format of offering rates against the service is given below:

S. No.	Description	No. of Persons	Total monthly wage (Gross)	Total monthly ESI remittance (Employer’s share)	Total monthly PF remittance (Employer’s share)	Bid amount per month (Without GST)	
1	Operator (For Shift Operation)	04					
2	Lineman (For line maintenance)	01					
3	Helper (Operation-4 & Line maintenance-1)	05					
4	Trained Engineer/Supervisor	01					
5	Subtotal						
6	Lumpsum cost on uniform and other levies to staff, overheads,						

	emergency visits.	
7	Contractor's profit in lumpsum	
8	Total (Sum of lines 5-7)	

The staff pattern as above is illustrative only and not exhaustive. Over and above the same, the contractor is to ensure proper staffing and deployment of supervisory staff as per the requirement. The above monthly wage are to be quoted as per latest State Government circular (bidder has to specify the same).

Notes: -

(i) Tenders submitted without following two bid systems as mentioned above will be summarily rejected.

(ii) The envelopes containing Technical Bids shall be opened first and then Financial Bids of technically qualified bidders meeting all the requisite criteria shall be opened.

(iii) Tenderer should not indicate the pricing information in its "Technical Bid".

(26) The AMC contractor who worked in our substation previously may or may not be considered for this tender (Depending upon the quality of services rendered by him).

(27) The substation shall be handed over to contractor for maintenance on "as is where is basis" and the contractor shall be required to do the pending work (if any), without any extra financial benefit. In regard to the pending works (as per scope of work) contractor shall not give excuse such as so and so work should have been done by the previous AMC contractors and is not within their scope.

(28) The personnel engaged by the contractor for the service will not be an employee of the TMC&H and there will be no employer-employee relationship between the TMC&H and the personnel so engaged by the contractor.

(29) Any dispute unless resolved amicably shall be settled by a court of law having jurisdiction over the State of Assam.

**Principal cum Chief Superintendent
Tezpur Medical College & Hospital**