



**TRANSFORMERS AND ELECTRICALS KERALA LTD**  
**(A JOINT VENTURE OF GOVT. OF KERALA & NTPC LTD)**  
**ANGAMALY SOUTH P.O, ERANAKULAM DIST- 683 573**

**INVITATION FOR BIDS**

**BID DOCUMENT No. : TELK/C&M/FS/AMC-C/244/2020**

We are pleased to invite competitive tenders in sealed cover for “Annual Maintenance Contract for Kirloskar EH 200 M compressors” strictly as per enclosed tender documents mentioned below.

**Bid Synopsis**

1. Name and Address of Owner : Transformers and Electricals Kerala Ltd  
Angamaly South, Ernakulum Dist,  
PIN - 683 573.
2. Name of Project. : Annual Maintenance Contract for Kirloskar EH 200 M  
Compressors, Qty : 4 Nos.
3. Location. : TELK, Angamaly
4. Nearest Airport. : Cochin International Airport, Nedumbassery
5. Accessibility. : Site is accessible by road, Rail & Air.
6. Contract Period : Three years (12.10.2020 - 11.10.2023)
7. Tender document issuing and receiving authority : Deputy General Manger(C&M)  
TELK, Angamaly South P.O.  
PIN- 683573,Ernakulam Dist.  
Kerala, India.
8. Tender Fee : Nil
9. Earnest Money Deposit (EMD) : Nil
10. Last date and time for submission of Bids : 14/08/2020, Time up to 4.30 PM
11. Date and Time of Bid opening : 17/08/2020, Time at 11.00 AM
12. Bid Validity : 60 days from the opening date.





13. The following are the tender documents:

- a. ANNEXURE 1 : Scope of Work & Special Conditions of Contract to BID DOC. No. **TELK/C&M/FS/AMC-C/244/2020.**
- b. ANNEXURE 2 : General Terms and Conditions of Contract and Instructions to Tenderers - Bid Doc. No. **TELK/C&M/FS/AMC-C/244/2020.**
- c. ANNEXURE 3 : Rate Schedule BID DOC. NO. **TELK/C&M/FS/AMC-C/244/2020.**
- d. ANNEXURE 4 : Format for un-priced commercial terms and conditions

**NOTES :**

1. Offers are subject to technical scrutiny by TELK based on capability of vendors, past performance etc.
2. All tender documents viz, NIT, Scope Annexures-1, 2 & 4 shall be submitted along with the Bid with signature and stamp of the vendor as a token of its acceptance

Thanking you,

Yours Faithfully,  
For Transformers and Electricals Ltd Kerala



KALA L.

DEPUTY GENERAL MANAGER (C&M)

Angamaly,  
22/07/2020

## SCOPE OF WORK & SPECIAL CONDITIONS OF CONTRACT

### 1. Scope of work :

1.01 Periodical maintenance of 4 Nos. of Kirloskar make EH 200M compressors with details as below :

- i) Overhauling of valve assembly.
- ii) Servicing of un-loader assembly.
- iii) Governor setting and overhauling if required.
- iv) Air breather cleaning and oiling.
- v) Compressor head inside cleaning and covering with packing.
- vi) Oil changing in the crank case if required.
- vii) Belt tightening as per required tension.
- viii) Checking of lubrication system and repair of oil pump if required.
- ix) Checking cylinders, bearings, inside connecting rod belts, pin etc.
- x) Foundation bolts checking.
- xi) After cooler disassembling and leak testing & fixing.
- xii) Compressor head gasket changing if required.

1.02 Emergency breakdowns are to be attended immediately on intimation from TELK.

1.03 Spares and consumables for the repair will be supplied by TELK.

1.04 Lifting shackles will be provided by TELK.

1.05 Necessary tools for the works are to be arranged by the contractor.

1.06 TELK will inform the date when the maintenance is to be carried out.

1.07 Three services are to be attended in every year/compressor.

1.08 If additional works like, compressor bottom gasket changing, compressor crank shaft bearing changing, compressor piston rings and oil ring changing etc. are required during All the the repair, the contractor shall carry out the work on consultation with TELK and payment will be made extra.



<p style="text-align: center;">AMC for Kirloskar make EH 200 M compressors BID DOCUMENT No. : TELK/C&amp;M/FS/AMC-C/244/2020</p>	<p style="text-align: center;">Section : SW&amp;SCC</p>	<p style="text-align: center;">Page 1 of 2</p>
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## SCOPE OF WORK & SPECIAL CONDITIONS OF CONTRACT

1.09 work shall be carried out to the satisfaction of TELK supervisors in the Factory Services Department - Mechanical.

1.10 Electrical works are not included in the AMC.

### 2. Duration of Contract :

Contract Period will be 3 years with effect from the 12/10/2020. The rates shall remain firm and valid for the entire period of contract.

### 3. Payment terms:

- a. Bill may be forwarded after successful completion of work.
- b. 100% payment including statutory taxes and duties will be made within one month after the receipt of bill.
- c. Statutory deductions will be made from the bills.

### 4. Engineer in charge :

The Engineer in Charge will act in all matters pertaining to this contract on behalf of TELK. Further correspondences and communications with regard to the execution of the contract shall be done with the Engineer in charge. Contact Details of the Engineer in Charge is given below.

Shri. K .V. BabuRaj

Senior Manager (FS & Transportation)

TELK, Angamaly

Email ID : [fsdtelk@gmail.com](mailto:fsdtelk@gmail.com) [transportation@telk.com](mailto:transportation@telk.com),

Mob : 9388167269

5. TELK reserves the right to terminate the contract at anytime without any claim if the service rendered is found unsatisfactory.



AMC for Kirloskar make EH 200 M compressors

BID DOCUMENT No. : TELK/C&M/FS/AMC-C/244/2020

Section : SW&SCC

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**TRANSFORMERS AND ELECTRICALS KERALA LIMITED**  
(A Joint Venture of GOVERNMENT OF KERALA & NTPC Limited)

**GENERAL TERMS & CONDITIONS**

1. **Mode of submission of tender :** The offers shall be submitted online (through Kerala Govt. e-tender portal [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in)) or offline (in sealed cover only) as specified in the Notice Inviting Tender (NIT). The bidders shall submit the bids well in advance before the prescribed due date and time.
2. The tenders shall be submitted in single cover system or two cover system as specified in the NIT. For two cover system, Technical Bid and Price Bid are separate. First cover is Technical Bid which shall contain all Technical particulars, Un-priced commercial terms & conditions etc. necessary for the technical evaluation of the tender. Second cover shall contain only the Price Bid. Price bid shall be submitted in the prescribed BOQ (Bill of Quantity) format through the portal only in the case of e-tender. The bidders shall submit/upload all the tender documents along with the technical bid (Cover-1) with signature and stamp of the bidder. In case of any deviations/comments/additional information the same shall be submitted/uploaded by the Bidders as a separate document along with the technical bid.
3. **Fixed Price:** Bidder shall quote only Fixed Rate/Price which shall not be subject to any escalation whatsoever during the period of Bid Validity and completion of Supply/Execution of the Contract. Any Bid with adjustable or price variation clause shall be treated as 'Non-Responsive' and liable to be rejected unless price variation clause is specified and accepted by the Buyer. Quoted Unit Rate will only be considered as correct and valid, which shall be taken for further consideration.
4. **Tender Fee & EMD :** Tender Fee & EMD shall be paid if specified in the tender documents by means of separate Demand Drafts drawn in favour of "TELK, Angamaly" in the case of offline tenders and through the e-tender portal in the case of online tenders. EMD of successful bidder will be refunded as per the terms and conditions of the tender/contract. EMD of the unsuccessful bidders will be refunded immediately after awarding of the contract to the successful bidder. The bids shall be submitted well in advance to avoid delays if any for NEFT transfer, which may lead to rejection of the bid. PSUs, Govt. undertakings and vendors with the valid MSME certificate are exempted from paying tender fee & EMD and may avail the exemption route while participating in the online tender by uploading the relevant valid documents/MSME certificate. Tender fee is not refundable.
5. **Taxes and Duties:** All Taxes/Duties if any, payable extra over and above the quoted rate, shall be specifically indicated in the Un-Priced Bid, failing which the quoted rates will be considered as "all inclusive". Offer shall carry clear details of HSN code and applicable rates of CGST/IGST/SGST. Invoice shall be submitted in triplicate and shall be in conformance with the format specified as per GST ACT 2017.
6. Evaluation of the Offers will be on "To-Door Cost at TELK, Angamaly" based on NET Cash outflow to TELK.
7. For technical qualification, TELK will be evaluating bidder's capability to execute the supply/contract, past performance references and commercial terms offered.
8. In case the lowest bidder (L1) is not a registered / approved supplier of TELK, Angamaly, they will be allowed to supply the items only after evaluation by TELK authorities and enlisting as approved/registered supplier. They shall submit duly filled vendor capability report/supplier registration requisition form available in our website [www.telk.com](http://www.telk.com).

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**TRANSFORMERS AND ELECTRICALS KERALA LTD.**

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9. In case L1 is a new supplier to TELK, L2 may also be considered in order to meet urgent requirements.
10. TELK has the right to split the order quantities in appropriate ratios to various parties to meet the delivery requirements.
11. **Publicity** : Any publicity by the Vendor in which the name of TELK is to be used should be done only with the explicit written permission of TELK, Angamaly.
12. All applicable statutory deductions like TDS will be deducted from the bill of the supplier/contractor.
13. **Jurisdiction**: Any dispute arising out of this contract will be subject to the jurisdiction of courts having jurisdiction over the area in which our factory situates.
14. Transit insurance for the materials in the scope of supply shall be arranged by the supplier/contractor.
15. **RIGHT TO ACCEPT OR REJECT THE TENDERS:**
  - a) The right to accept the tender in full or in part/parts will rest with TELK.
  - b) Tenders not accompanied with prescribed information or are incomplete in any respect, and/or not meeting prescribed conditions, shall be considered as non-responsive and are liable to be rejected.
  - c) TELK reserves the right to accept or reject any bid or a part of the bid or to annul the bidding process and reject all bids, at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder or bidders on the grounds for the Buyer's action.
  - d) If the bidder gives wrong information in his tender, TELK reserves the right to reject such tender at any stage or to cancel the contract.
  - e) TELK reserves the right to reject the bid of parties who have failed to meet contractual delivery/provide adequate after sales support for the products supplied/contracts executed against earlier orders.

**Important Notice**

16. Bidder is requested to furnish all the details called for in the tender. In case any required data/information is/are not furnished in the offer, Purchaser reserves the right to assume the same for the purpose of evaluation/comparison and decide the Tender accordingly.
17. In case special conditions are mentioned in the tender documents, the same shall prevail over the General Terms & Conditions.
18. We reserve the right to procure the goods/execute the contract from elsewhere at your risk and cost in the event of failure to supply the goods/execute the contract within the stipulated time.



*[Handwritten signature]*

Sr. MANAGER (Contracts & Materials)

## ANNEXURE 3

RATE SCHEDULE TO  
AMC for Kirloskar make EH 200 M compressors

Sl. No.	Description of Work	Total Qty.	Quoted Basic Unit Rate per compressor per year (Rs)
1	AMC for Kirloskar EH 200 M compressors	4 Nos.	
2	Total amount for 4 Nos. for 3 years (without GST)		
3	Applicable GST (%)		
4	Grand Total with GST		



AUTHORIZED SIGNATORY WITH SEAL

Un-Priced Commercial Terms & Conditions to Bid Doc. No. TELK/C&M/FS/AMC-C/244/2020.		
Sl. No.	Particulars	Remarks by Bidders
1	Applicable GST	
2	Submission of all Tender Documents duly signed & stamped for its acceptance	Yes/No
3	Bid shall be valid for 60 days from the date of opening of tender. Date shall be confirmed here	
4	Acceptance of payment terms by TELK	Yes/No
5	Acceptance of Technical Specification/All other Terms & Conditions	Yes/No
6	The Contract shall be valid for three and half years with effect from 12/10/2020 in the event of awarding the work order	Yes/No
7	Contact details of the Contractor (Name, address, Tel. No. Mob. No. email ID etc)	



Authorized signatory with seal