



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

INVITATION FOR BIDS

BID DOCUMENT No. : TELK/C&M/EDP/AMC-UPS/231/2019

We are pleased to invite competitive tenders in sealed cover for “Comprehensive Annual Maintenance Contract of 3 Nos. of 6 kVA, Emerson make UPS” strictly as per enclosed tender documents mentioned below.

Bid Synopsis

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| 1. Name and Address of Owner | : Transformers and Electricals Kerala Ltd
Angamaly South, Ernakulum Dist, PIN - 683 573. |
| 2. Name of Project. | : Comprehensive Annual Maintenance Contract of 3 Nos. of
6 kVA, Emerson make UPS, Qty : 3 Nos. |
| 3. Location. | : TELK, Angamaly |
| 4. Nearest Airport. | : Cochin International Airport, Nedumbassery |
| 5. Accessibility. | : Site is accessible by road, Rail & Air. |
| 6. Contract Period | : Two years (01.03.2020 to 28.02.2022). |
| 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 | : NA |
| 9. Earnest Money Deposit (EMD) | : NA |
| 10. Last date and time for submission of Bids | : 31/12/2019, Time up to 4.00 PM |
| 11. Date and Time of Techno-Commercial Bid opening | : 01/01/2020, Time at 11.00 PM |





13. Bid Validity : 60 days from the opening date.

14. The following are the tender documents:

- a. ANNEXURE 1: Special Conditions of Contract to Bid Doc No. TELK/C&M/EDP/AMC-UPS/231/2019 - 3 PAGES
- b. ANNEXURE 2 : Pre-Qualifying Requirements to Bid Doc No. TELK/C&M/EDP/AMC-UPS/231/2019 - 1 PAGE
- c. ANNEXURE 3 : Rate schedule to Bid Doc No. TELK/C&M/EDP/AMC-UPS/231/2019

NOTES:

1. Un-priced commercial terms if any and conditions shall be furnished along with Bid
2. All tender documents viz, NIT, Special Conditions of Contract 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,
13/12/2019

SPECIAL CONDITIONS OF CONTRACT

1. Qualifying Criteria :

- a. The party/bidder shall be an authorized dealer / manufacturer / service provider for UPS of not less than 6KVA capacity. The supporting documents for the above requirements shall be submitted along with the tender. The party/bidder should have carried out at least 3 similar AMC contracts in the previous 36 months prior to the tender opening. Supporting documents of work order copies and performance certificates from minimum two Customers shall be submitted along with the tender.

2. Scope of Work :

The AMC shall be of comprehensive type. That is, all parts/spares related to UPS excluding the battery will be under the scope of the contractor. AMC includes preventive maintenance, quarterly regular services and replacement of defective spares with original spares or spares of equivalent specification.

3. Duration of Contract:

The contract period will be for Two years with effect from **01/03/2020 to 28/02/2022**.

However if found unsatisfactory services or if found the performance of services is not up to mark the contract is liable to be terminated as per clause No. 15 mentioned below.

4. Representatives of the contractor may inspect the UPS and Batteries on any working day if deemed necessary before they submit the quote for the AMC.
5. Contractor will be required to undertake the maintenance/repairs of UPS at the works of M/s. Transformers and Electricals Kerala LTD (TELK), Angamally South, Ernakulum District.

6. Payment Terms:

- a) No advance payments will be made for the contract.
- b) Quarterly payment will be made within 45 days of submission of bills on completion of each quarter.
- c) All taxes must be clearly mentioned in the commercial bid.
- d) No escalation of rates for the services will be entertained later in any case.
- e) The penalty days accruing in the concerned quarter will be taken into account and adjusted while making the quarterly payment.
7. Qualified maintenance engineers totally familiar with the Equipment (UPS) shall perform all repair and maintenance service described herein.

<p>Comprehensive Annual Maintenance Contract of 3 Nos. UPS of 6 kVA, Emerson make. BID DOC. No. TELK/C&M/EDP/AMC-UPS/231/2019</p>	<p>SECTION : SCC</p>	<p>Page 1 of 3</p>
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SPECIAL CONDITIONS OF CONTRACT

8. Consequential damages and losses arising out of any faulty maintenance/service/repair will be recovered from the Contractor at the time of payment of bills.
9. The Party/bidder shall maintain a written maintenance and repair log book and shall record therein each incident of the equipment malfunction with date and time of commencement and successful completion of the repair work and nature of repair work performed at the Customers' site.
- 10. Break-down and emergency works :**
- a. TELK UPS will be functioning round the clock, 365 days in an year including all holidays and Sundays. The party/bidder has to take care of the UPS system exigencies that may be encountered promptly.
- b. It's the duty of party/bidder to provide service 24x7 basis and in the event of breakdown it's the duty of party/bidder or parties expert to reach the site at the earliest and should restore the system to normal working conditions, failing which a penalty will be imposed on the party/bidder .
- c. Apart from the emergency breakdown visits, the expert should make the visit at least quarterly once and proper checkups are to be undertaken.
- 11. Safety :**
- a. It shall be the duty of the party/bidder to acquaint his staff with all safety regulations proposed by the statutory authorities. All staff of the party while working on electrical installation & infrastructure should use adequate safety/protection equipments (PPEs).
- b. The party/bidder shall indemnify TELK against any violation of safety laws, rules and regulations while carrying out operations as required by the contract.
- c. All liabilities, owing to injury/death due to negligence or miscommunication or during discharging regular work of the staff of the party/bidder, will be to the party/bidder and what so ever the work, in any case TELK will not be responsible for any liabilities of injury/death etc. It's the duty of party/bidder to guide the staff regarding safety measures.
- 12. Tools :** Any tools felt necessary for execution of the work shall be arranged by the contractor.

<p>Comprehensive Annual Maintenance Contract of 3 Nos. UPS of 6 kVA, Emerson make. BID DOC. No. TELK/C&M/EDP/AMC-UPS/231/2019</p>	<p>SECTION : SCC</p>	<p>Page 2 of 3</p>
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SPECIAL CONDITIONS OF CONTRACT

13. The time for attending a reported case shall not exceed 16 hours. System down time shall not exceed 24 working hours from the time at which the complaint is registered. If the down time is more than 48 hours, Contractor shall provide sufficient number of replacement as standby arrangement immediately so that, the work is not hampered. The packing/unpacking, transportation, loading/unloading, connection/ disconnection, configuration/re-configuration and any associated activity with the repair and maintenance of the equipments shall be the sole responsibility of the party.

14. Penalty Clause :

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 48 hours after reporting, failing to which, penalty will be made an amount of 250/- per day beyond the 48 hours provided under clause 13.

15. Termination of contract agreement :

- a. In case of repeated failures/unsatisfactory performance on part of party/bidder, it shall be open for TELK to give a notice to the party/bidder for replying for such failures/unsatisfactory performance within 10 days. If TELK is being not satisfied with the reply of the party/bidder, the contract can be terminated giving one month notice. In the event of such termination of the contract, TELK shall be entitled to forfeit the security deposit/ encash the performance guarantee.
- b. In the event of unsatisfactory service or any failure at any time on the part of party/bidder to comply with the terms and provisions of this contract to the satisfaction of TELK (who shall be the sole judge and whose decision shall be final), it shall be open to TELK to terminate this contract by giving 30 days notice to the party/bidder. In the event of such termination of the contract, TELK shall be entitled to forfeit the performance guarantee
- c. TELK will be at liberty to terminate the contract at any time without assigning any reason and without being liable for any loss or damage which the party/bidder may suffer by reason of such termination, by giving the party/bidder 1 month prior notice in writing of its intention to terminate the agreement. The party/bidder, however, shall have no right to terminate the agreement under any circumstances. If he discontinues the work before expiry of the agreement, TELK will be entitled to get the work done from any other agency and to encashment of the performance bank guarantee.

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**PRE-QUALIFYING REQUIREMENTS TO BID DOC No. BID DOC
No.TELK/C&M/EDP/AMC-UPS/231/2019**

Comprehensive Annual Maintenance Contract of 3 Nos. UPS, 6 kVA, Emerson make

Sl.No.	Qualifying Requirements	Bidder status
1	The bidders shall be an authorized dealer / manufacturer / service provider for UPS not less than 6 kVA capacity. The supporting documents for the above requirements shall be submitted along with tender.	Yes/No (supporting docuemnts shall be furnished)
2	The bidders should have carried out at least 3 similar AMC contracts in the previous 36 months prior to the tender opening. Supporting documents of work order copies and performance certificates from minimum two Customers shall be submitted along with the tender.	Yes/No (supporting docuemnts shall be furnished)



AUTHORIZED SIGNATORY

RATE SCHEDULE TO BID DOC No.TELK/C&M/EDP/AMC-UPS/231/2019

Sl. No.	Description	Rating & Serial No	Total Quantity (Nos.)	Basic Unit Rate per year (Rs)	Total amount for 2 years (Rs)
1	AMC-UPS Make : Emerson Model: PB 6000 Power Bank Year of Purchase: 2010	Rating : 6 kVA (12V, 65AH - 16 Nos. Battery) 0912AS4874	1		
2	Make: Emerson Model : Power Bank 6kVA/220V Year of Purchase: 2012	Rating : 6 kVA (12V, 65AH - 16 Nos. Battery) 120706AS9990 & 120706AS9991	2		
Applicable GST if any (%)					
Total (Rs)					
-					



Authorized Signatory