

Ref: IWAI/NINI/DG SET/20-21/300

Date: 09.02.2021

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### NOTICE INVITING QUOTATIONS

**Sub: Annual Maintenance Contract(AMC) of 125 KVA Diesel Generator (Kirloskar & Mahindra) set and Electrical Accessories/Appliances with Manpower (24x7) at NINI– reg.**

#### NINI Introduction:-

National Inland Navigation Institute (NINI) has been setup in year 2004 by Inland Waterways authority of India (IWAI) Ministry of Ports, Shipping and waterways, Govt. of India to develop Human Resource for Inland Water Transport sector.

The institute provides induction, up gradation and professional development training to the manpower for manning, operating Inland Vessels and to IWAI staff for development of Waterways and for repair & maintenance of Inland Vessels.

Sealed quotations are invited from reputed & experienced with relevant work registered/Authorized firms for AMC of 125 KVA Diesel Generator (Kirloskar & Mahindra) set and electrical accessories/appliances with trained manpower(24x7) at NINI, Patna. You are requested to please inspect the site and check the work.

#### Detailed scope of work:-

1. Repair & maintenance jobs related to the DG Sets and other electrical equipments/appliances/ fittings etc. works may be carried out as per the Planned Maintenance System as prescribed by the manufacturer & as required by institute.
2. The authorized Service provider (henceforth it may called similar experienced vendor/contractor) may carry out necessary repair adjustment of assemblies/sub assemblies in order to keep the D.G. set and other electrical appliances/equipments in good working condition and assuming the trouble free performance of DG set including other electrical equipments/appliances/fittings.
3. Contractor will carry out scheduled preventive maintenance checks on diesel generator sets as per the manufacturer service manual.

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4. The contractor will report on the performance of all relevant work or any other abnormalities if any parts/spare requirements contractor shall also submit the report on work and recommendation as well as spare parts offers to the concerned authorities for procurement.
5. Major overhauling/Top overhauling/fuel pump & injectors calibration/replacement of major parts/rewinding of alternators or repair or breakdown of the DG set may be charged extra.
6. Contractor may maintain the performance assigned for the operation & maintenance of DG sets as well as electrical appliances/accessories.
7. A separate log book to be maintained all time on daily basis mentioning hourly activities/records which cover all data viz. load in KW/Amps, running hours, fuel consumption, repairs carried out etc.
8. A separate inventory registers to be maintained at all time for all consumable and parts of DG sets and electrical equipments/appliances etc.
9. Service Engineers to visit the site once in a month for checks on Diesel Generator sets as per the standard check list.
10. Replace minor parts (i.e hose and filters etc), sub assemblies as and when required from customers stock with approval of Office In Charge.
11. Attend emergency calls on priority (Usually same day). However if the engineer is required for any particular date and time, it would be the responsibility of the customer to intimate the contractor in advance.
12. Supply parts required for emergency on to be on priority with customer's approval.
13. To Pre intimate customer on engine repairs and overhaul requirement based on engine performance parameters/manual.
14. Checking charging alternator output voltage with respect to specifications.
15. Checking of all electrical connections for their proper tightness including charging alternators and battery clamps.
16. Replacement of all filters, refilling of engine oils, checking of all nuts and bolts tightness, correction of engine alternator alignment and replacement of rubber insert/block of broken to be carried out.
17. To use trained man power and the operation of the DG Set/Engine/Submersible pump/Fire Pump within the recommended parameters. If contractor observes any discrepancies, DG /pumps should not be operated before the rectification of the defects.
18. To keep the DG set and its room neat & clean.
19. Not to allow any unauthorized person to carry out repair/maintenance of Dg set & other electrical equipments.
20. To ensure quality of engine input like air, fuel, lubricating oil and coolant.
21. To ensure that average load factor on the DG set does not go beyond 70 to 80 on DG set.
22. To ensure the safe working environment for the operators/service personnel's.

**Note:- POL shall be provided by NINI after taking requisition from the deployed manpower & further verification of Generator log book.**

The entire AMC work is to be carried out in accordance with Guidelines of Engine Manufacturer & by employing qualified, experienced manpower. The works generally involved in this contract are day to day routine AMC and maintenance of:-



**A. AMC of diesel operated generator 125 KVA (Kirloskar & Mahindra) set:-**

1. To be maintained Panel board for the above generator set as well as other electrical work.
2. To be maintained Change over switch of generator set as well as other electrical parts .
3. To be maintained Distribution Cables and control gears, feeder, pillar etc.
4. Servicing of the DG set as per guidelines of Engine Maintenance including material such as oil, filter coolant etc.
5. Contractor has to take fullest precaution for the safety of the equipment installed and manpower employed. The contractor is solely responsible for any accident or damage to the equipment installed due to this negligence or bad workmanship and the same has to be repaired as decided by the Competent Authority.
6. IWAI/NINI reserve the right to terminate the contract of Providing Annual Maintenance Contract with Manpower at any time before expiry of the stipulated contract period by issue of one month's notice to the contractor. For such foreclosure, no compensation for reduction in scope shall be payable to the contractor. Similarly, if the contractor wants to withdraw the deployed manpower before expiry of contract period he will have to give one-month notice, failure to do so will result in forfeiture of deposited security amount.

**B. Manpower:-**

1. Relevant experienced trained Manpower (24X7) required for Operation of DG sets and other electrical related work as directed by Officer in Charge.
2. The deployed manpower shall be physically fit.& age not more than 50 years.
3. The deployed manpower should be in uniform during duty hours. The uniform shall be provided by the firm.
4. The contractor shall mobilize adequate extra manpower as and when required at any time in order to attend to emergency break down or major repairs. It should be ensured that the sufficient numbers of workmen shall be engaged for this work.
5. All statutory provisions shall be borne by the firm.

**C. Other Works:-**

1. Any electrical related work in NINI campus as directed by EIC.
2. Preparation of reports as suggested by the Engineer-in-Charge.
3. Operation of submersible pump.
4. Operation of Fire pump.
5. Supervision of electrical equipment/appliances

**The following measuring instruments are to be made available at the work site during the complete contract period.**

1. Clamp meter
2. Multi meter
3. Megger
4. Hand gloves
5. Battery cell tester
6. Earth Tester

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**Terms and conditions:-**

1. The rate should be inclusive of all taxes as applicable and terms of price shall be in Indian Rupees (INR).
2. The firm should also require submitting self certified copy of PAN Card, GST registration, registration certificate of similar work, copy of work experience certificate etc. related to similar/relevant work experience as required by us.
3. Registration in MSME/NSIC in similar nature of work.
4. Annual report/Audited balance sheets for the last two years ending 31<sup>st</sup> march of previous financial year.
5. Bank account details, along with a cancelled cheque for transaction through e-payment.
6. Similar work experience/completion certificate shall submit by the contractor/Vendor/bidder in last Seven years.
7. The Payment will be made after deduction of applicable taxed etc. If any. The payment against the bill only after satisfactory completion of work and certification of bill by the authorized person.
8. The quotation must have validity of at least three months. Work shall be carried out on monthly or on need basis from Feb-21 to March-21 and as directed by Officer-in-charge.
9. If the work has not completed within the stipulated time (i.e. supply of manpower, servicing of DG set & other electrical appliances etc.) as directed by Officer-in-charge ½% per day of penalty is to be charged, subject to maximum 10% of the value.
10. The bidder shall inspect the site and checked the work to satisfy himself before submitting price offer; otherwise Institute will not entertain any claim.
11. Price bid shall be submit in the format attached at Annexure-I which should be duly signed and stamped by the firm, and without any deviation/conditions.
12. After awardation of work, the agreement will be made on 2 nos. stamp papers of 1000 Rs. each & 10% security deposit will also be deposited before agreement same shall be released after completion of work i.e. March 2021.
13. For replacement of spare parts firm shall be intimate to Officer In Charge/Office NINI & cost for the replacement of spare parts shall be borne by the Office after approval from Officer In charge, NINI, Patna.
14. The work can be extended further upon mutual consent on the basis of satisfactory services during the contract period.
15. The bill shall be submitted on or before 7<sup>th</sup> of every month along with attendance proof otherwise delay charges of ½% per day shall be levied.
16. The sealed quotations shall be submitted up to 15.02.2021 before 15:00 hrs.
17. The quotations shall be opened on 15.02.2021 at 15:30 hrs.



Prashant Kumar  
Officer In charge, NINI

Encl. as above

Annexure - I

**Name of work:** - Annual Maintenance Contract (AMC) of 2nos. 125 KVA Diesel Generator (Kirloskar & Mahindra) set and electrical accessories, appliances with trained manpower (24x7) at National Inland Navigation Institute(NINI), Gaighat, Patna from February 2021 to March 2021.

	Description	Duration / Unit	Monthly Charge (Rs.)	Total Amount (Rs.)
<b>1</b>	Annual Maintenance Contract (AMC) of 2nos. 125 KVA Diesel Generator (Kirloskar & Mahindra) set and electrical accessories, appliances with trained manpower (24x7) at National Inland navigation Institute(NINI), Gaighat, Patna from <b>February 2021 to March 2021.</b>	2 months		
	<b>Total amount Rs.(Including GST &amp; all other statutory dues, Service charges etc.)</b>			
	<b>Rupees in words(.....)</b>			

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