



कमेचारी राज्य बीमा निगम(क्षेत्रीय कार्यालय)
EMPLOYEES' STATE INSURANCE CORPORATION (REGIONAL OFFICE)
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)
(Ministry of Labour & Employment, Govt. of India)
आई.एस.ओ. 9001-2008 प्रमाणित (AN ISO 9001-2008 Certified)
पंचदीप भवन, ई.डी.सी. प्लॉट सं. 23, पाटो, पणजी, गोवा- 403001
Panchdeep Bhawan, EDC Plot No. 23, Patto, Panaji, Goa-403001
Ph : 0832-2438867, 2438870, 2438874 Fax No. 0832-2438858
Email : rd-goa@esic.nic.in Website : www.esicgoa.org.in www.esic.nic.in



TENDER DOCUMENT

FOR

Non-Comprehensive Annual Maintenance Contract for two Nos. of
DIESEL GENERATOR SETS of 320 KVA each with AMF PANELS
(Diesel Engines, Alternators and Generator Set Control Panels)
Make: KIRLOSKAR OIL ENGINES LIMITED
Model No. G S3 C0 10 C 98962 & G S3 C0 10 C 99665

TENDER ISSUED FROM 26.09.2012 TO 16.10.2012

CLOSING DATE ON 17.10.2012, UPTO 3:00 PM

TENDER OPENING DATE ON 17.10.2012 @ 3:30 PM

LIMITED TENDER

ISSUE DATE: 26.09.2012 CLOSING DATE: 17.10.2012 (upto 3:00 PM)

<u>Name of the Item/Job</u>	<u>Item Description</u>	<u>Qty. Unit</u>
Non-Comprehensive AMC	Non-Comprehensive AMC for 320 KVA, Diesel Gen. Sets with AMF Panel (Diesel Engine, Alternator And Generator Set Control Panel) Make: Kirloskar Model No. G S3 C0 10 C 98962 & G S3 C0 10 C 99665	Two Nos.

DETAILS OF WORK /JOB DESCRIPTION:

The detail of works includes:

A. The Tenderer shall carryout the following works during Annual Maintenance Contract period alongwith the servicing of the Diesel Generator sets:

1. General check up & preventive maintenance and to fill up preventive check up schedule for each machine.
 - a) Check lube oil level and conditioning of lube oil, top up/refill if required
 - b) The oil filters shall be replaced whenever oil is changed
 - c) The air filters shall be cleaned periodically with compressed air, check batteries and top up the distilled water if required
 - d) Check functioning of changing alternator
 - e) Engine safety viz., high water temperature gauge, oil pressure gauge, oil temperature gauge and high speed gauge shall be checked for their functions and repaired/replaced if required

- f) Coolant level and conditioning of coolant shall be checked and refilled if required**
 - g) Check fan and alternator drive belts and tightened if required**
 - h) The governor shall be checked and tuned for proper functioning**
 - i) Check for leaks if any and shall be rectified**
 - j) Check reports shall be submitted every month/every breakdown calls**
- 2. Supply & replacement of following parts during B Check Service at approved rate list of OEM (Every 300 Hrs. of engine operation / 6 months which ever is earlier)(i) Fuel Filter (ii) Lubricating Oil Filter (iii) By pass filter (iv) Coolant (v) Engine oil (vi) Air Filters (Refer clause 18 & 19 also).**
- 3. Checking and servicing of engine for smooth running, its unusual sound and color of smoke from exhaust and set it right in case of deviations.**
- 4. Checking and repairing the leakage of fuel, lubricating oil and coolant.**
- 5. Cleaning and changing of Air filters as per requirement.**
- 6. Setting of Valves tappets whenever required.**
- 7. Checking and repairing of Accessories drive, Turbo Charger and crankshaft endplay whenever required.**
- 8. Checking of alignment and alignment of Engine and Alternator as per requirement**
- 9. Checking of throttle control & its setting.**
- 10. Checking of instrument on instrument panel including replacement as and when required.**
- 11. Checking of rotating diodes assembly in brushless alternator including replacement as and when required.**
- 12. Checking of wiring system and repairing / replacement as and when required.**
- 13. Repair and Maintenance of Relays including contractors in control panel.**
- 14. Checking of battery terminal and de-sulphation.**
- 15. Diagnosis of faults in engine and Alternator and its rectification.**
- 16. Break down calls to be attended on priority within 6 hrs.**

- 17. Providing a spare AVR's, Self Starter and accessories, free of charge, if the repair / overhaul / replacement are expected to be taken in more than two days.**
- 18. Checking/ repair/adjustment/replacement/servicing shall be carried under AMC except cost of the component/parts to be replaced due to wear and tear.**
- 19. The firm should undertake to arrange genuine spares of the Diesel engine, alternator and AMF panel as and when required within two working days.**
- 20. The Tenderer's service engineer shall visit the site for attending the generator sets not less than twelve times during the contract period (minimum once in a month) and shall inspect the generator sets thoroughly. Each visit shall take place during 1st week of each month**
- 21. The Tenderer's service engineer shall visit once in two months for checking of electrical side viz., Alternator, AMF control panel if any**
- 22. The engine shall be run on no load or at available load, and should be checked for any leakage and abnormal noise. If any such abnormality noticed shall be diagnosed and remedial action shall be taken**

TERMS & CONDITIONS

Note: You must submit the following primary information / documents with your quotation. You will have to indicate the following particulars otherwise your offer will be rejected. Please do produce the related documents whenever required by us.

(a) Firm's Trade License / Company Registration No. (b) VAT and Service Tax Regn. No. (c) Firms IT PAN No. (d) Income Tax last Return Copy (e) Firms Bank A/c details (Account Number, Account Name, Bank with Branch Name & Address, IFSC Code, MICR Code.)

- 1. Bidders are requested to quote rate (s) per unit(s) only in the recognized accounting units otherwise quotation will not be accepted.**
- 2. Bidders should quote rate on FOR / Free Delivery at ESI Corporation, Panchdeep Bhavan, EDC Plot No. - 23, Patto Plaza, Panaji, Goa, inclusive of all charges otherwise give the estimated cost of packing, forwarding, insurance and freight by Rail / Road/ Post as the case may be.**

- 3. Bidders must indicate if their rate is inclusive of VAT / Sales Tax and or Excise Duty.**
- 4. Quotation should be submitted with EMD of Rs 2000/- by way of Demand Draft drawn in favour of ESI A/c No. 1, Payable at Panaji, and documents, within closing date in sealed envelopes, superscribed with "Tender No. & Closing Date". Quotation received after the closing date and time will not be entertained and any revision in the price will render the bid invalid. Quotation should indicate clearly the period of validity, preferably not less than three months.**
- 5. The tenders without EMD will summarily be rejected.**
- 6. EMD of unsuccessful bidders will be returned within 30 days after the award of the contract.**
- 7. Performance security 5% (value of contract) which will remain valid for a period of 1 year beyond the date of completion of all contractual obligations of the AMC**
- 8. In case of an offer for items having multiple options, you should clearly indicate item-specific price(s). Please quote separate item-wise rate(s), when quotation has been asked for so. For every offer, Packing and Forwarding charges, Sales /VAT/Service Tax etc. should be shown separately. Please note that no tax will be paid, if necessary tax registration information is not furnished. Income Tax etc. at source may be deducted from your dues, if payable.**
- 9. Please state if the items are available Ex-stock and if not, state the period required by you for arranging delivery from other station in India. No packing & forwarding charges are admissible for the offer from local firms and the items are to be delivered inside the ESIC premises free of charge. Also indicate the required Delivery / Completion Time. Usual Guarantee / Warranty Coverage for stores (for One year or like) should be indicated clearly.**
- 10. Bids will be evaluated after equated comparison of offers upon calculating all tax / duty/cess/surcharge/discount/packing/transportation costs, other charges with price and non-compliance of technical and commercial terms will render a bid liable for rejection.**
- 11. The ESIC may require in its Order for supplies / works, the execution of Performance Bank and / or levying liquidated damages at the applicable rate(s) in deserving cases. The Stores will be subject to approval upon inspection by the Regional Director or authority mentioned by him and if found unsuitable will be replaced on FOR, Goa basis or by free delivery at ESIC by you, as the case may be.**
- 12. Bidders will have to submit Bills / Invoices on dispatch of stores, if ordered, to this office in triplicate duly pre-receipted (and stamped for amount over Rs. 5000/-) and supported by the relevant delivery documents for audit and payment direct to you or to your bankers. Generally, payments can be expected within one month and are made against acceptance of supplies / jobs completed and in deserving cases, against shipment documents.**

13. No insurance charges are allowed unless otherwise specified and agreed to by us. In the absence of any specific instructions, it will be the responsibility of the supplier to ensure a consignment against transit risk at his own expense if he so desires.

14. Regional Director is not bound to accept the lowest rate or any other offer and the acceptance of the offer is entirely at his discretion.

15. Please note that in the event of Purchase Order / Work Order, all the payments shall be made only through Electronic Fund Transfer / RTGS methods, and you are required to furnish the following information in your offer:

(a) Your Account Name (b) Account No. (c) Bank Name (d) Branch Name and Address with IFSC Code (e) MICR Code (should be supported by a cancelled cheque leaf copy to eliminate typing errors) (f) PAN No.

16. The period of contract is for one year from the date of receipt of order

17. The rates quoted should remain valid for three months from the last date of submission of tender.

18. ESIC reserves the right to alter / modify or reject any order at any stage without assigning any reason thereof and is not bound to accept the lowest tender. Canvassing in any form, direct or indirect, on any part of tenderers will render the tender liable for rejection / cancellation.

19. Any dispute unless resolved amicably shall be settled by a court of law having jurisdiction over Goa.

20. Incomplete tenders and tenders received after the due date of submission due to postal / courier delay will not be considered.

21. The firm should undertake to arrange genuine spares of the Diesel engine, alternator and AMF panel as and when required within two working days.

22. The Tenderer should be a manufacturer or authorized dealers/ service centers of Kirloskar DG Sets and should have preferably at least five years work experience to undertake similar type of works and the details of the clients / organizations served should be enclosed with the tender.

23. The payment will be made on quarterly basis after providing satisfactory service during that period of AMC.

