

No.: NIT/ANDHRA/ESTATE/DECEMBER/SUBSTATION-AMC/2021-22/12      DATE: 20.01.2022

NOTICE INVITING TENDERS

(Box Tenders/Open Tenders)

**(FOR ANNUAL MAINTENANCE CONTRACT FOR 11KV/433V SUBSTATION AND ALL  
OTHER SUBSIDIARY SUBSTATIONS AT NIT ANDHRA PRADESH CAMPUS,  
TADEPALLIGUDEM)**



National Institute of Technology- Andhra Pradesh,

Beside Chennai - Srikakulam Highway,  
Kadakatla, Tadepalligudem, West Godavari District,  
Andhra Pradesh-534101.

[www.nitandhra.ac.in/main/tender](http://www.nitandhra.ac.in/main/tender)

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**Newspaper Advertisement**

**Tender Notice:**



**NIT Andhra Pradesh, Tadepalligudem**

**Ref. No.: NIT/ANDHRA/ESTATE/DECEMBER/SUBSTATION-AMC/2021-22/12**

**DATE: 20.01.2022**

**Box Tenders/Open Tenders are hereby invited from reputed registered Firms/ /Agencies/Contractors/Suppliers for providing the following services at NIT-Andhra Pradesh, Tadepalligudem, West Godavari district.**

**“Tender for Annual Maintenance contract for 11KV/433V Substation and all other subsidiary Substations at NIT Andhra Pradesh Campus, Tadepalligudem”**

**Addressed to:**

Tender Box

Central Stores & Purchase Section,

Sardar Vallabhbhai Patel Administrative Vista Building,

NIT Andhra Pradesh, Kadakatla, Near NH-16

Tadepalligudem-534101, West Godavari District, Andhra Pradesh

The above **Tender name and Ref. No. should be Super-Scribed** in the Main Envelope containing the bid documents.

Tender Schedules can be downloaded from NIT-Andhra Pradesh website from 20.01.2022 onwards. Bidders need to submit hard copy with relevant documents attested by gazetted officer.

**The last date for submission of tenders is 14.02.2022 up to 03:00 PM**

For further details regarding Tender notification & specifications, please visit [www.nitandhra.ac.in/main/tender](http://www.nitandhra.ac.in/main/tender) .

**Date: 20.01.2022**

**NIT Andhra Pradesh,**

**Tadepalligudem.**

**Time Schedule of various tender related events**

**(For Annual Maintenance contract for 11KV/433V Substation and all other subsidiary Substations at NIT Andhra Pradesh Campus, Tadepalligudem)**

Bid Document downloading Start date/ Time	<b>20.01.2022 at 11:00 AM</b>
Bid Document downloading End Date / Time	<b>14.02.2022 up at 11:00 AM</b>
Pre-Bid meeting	<b>02.02.2022 at 03:00 PM</b>
Last Date and Time for receipt of Bids	<b>14.02.2022 at 03:00 PM</b>
Technical Bid Opening Date /Time	<b>14.02.2022 at 03:30 PM</b>
Financial Bid Opening Date / Time	Will be intimated later
Contact Person	The Executive Engineer, NIT Andhra Pradesh, Tadepalligudem. Email: <b>ee@nitandhra.ac.in</b> With CC to <b>dr_purchase@nitandhra.ac.in</b> <b>dean_pd@nitandhra.ac.in</b> <b>purchase@nitandhra.ac.in</b>
Reference No:	<b>Ref. No.: NIT/ANDHRA/ESTATE/DECEMBER/SUBSTATION-AMC/ 2021-22/12      DATED: 20.01.2022</b>

### CLARIFICATIONS

Queries, if any, can be made through e-mail only to **ee@nitandhra.ac.in** on or before **01.02.2022**. Queries received via any mode other than e-mail id mentioned above shall not be entertained. The queries should only be sent in the following format on the official letter head of the company.

S. No.	Page No. (Tender Ref.)	Clause (Tender Ref.)	Description (Tender Ref.)	Query

If there is any addendum/corrigendum related to tender, it shall only be published on NIT-Andhra Pradesh website ([www.nitandhra.ac.in](http://www.nitandhra.ac.in)). The Bidders are advised to check NIT-Andhra Pradesh website regularly. No other mode of notice will be given.

The Bidders are requested to submit the bids after issue of clarifications duly considering the changes made, if any. Bidders are totally responsible for incorporating/complying the changes/amendments issued, if any, during pre-bid meeting in their bid.

If the last date of receiving/opening of the bids coincides with a holiday, then the next working day shall be the receiving/opening date.

**The Technical Bid along with relevant documents should be attached with original EMD and Tender processing fee. Physical submission of Price bid only shall be considered.**

**I/C REGISTRAR**

**NIT-ANDHRA PRADESH**

**BID**

**Ref. No.: NIT/ANDHRA/ESTATE/DECEMBER/SUBSTATION-AMC/2021-22/**

**DATE: 20.01.2022**

**Subject: Tender for Annual Maintenance contract for 11KV/433V Substation and all other subsidiary Substations at NIT Andhra Pradesh Campus, Tadepalligudem.**

Sir/Madam,

Bids are invited on the Box/Open Tender platform from the reputed Registered Firms Agencies/Contractors/Suppliers from the experienced premises of Annual Maintenance of 11KV/433V Substations. The details of bidding conditions and other terms can be downloaded from the NIT-Andhra Pradesh Website.

The attested copies of all the documents of technical bid, signed undertaking of Bidder should be submitted offline mode only to the Director, NIT Andhra Pradesh, Tadepalligudem, on or before opening of bid.

The participating Bidder/s shall have to pay tender processing fee (non-refundable) and EMD for the amounts specified in the Statement related to bids, in the form of DD drawn in favour of the Director, NIT-Andhra Pradesh, Tadepalligudem.

Further, the Successful Bidder shall furnish a part of a bid as Performance Guarantee specified in the Statement related to bids, to be paid in the form of BG as mentioned in the Tender Schedule.

NIT-Andhra Pradesh, Tadepalligudem, will not accept the tenders from blacklisted companies or undependable suppliers, whose past performance with NIT-Andhra Pradesh was found poor due to delayed and/or erratic supplies and those with frequent product failures, and also against whom there have been adverse reports of sub-standard quality/poor services, as defined in the other parts of the bidding documents.

**STATEMENT RELATED TO BIDS**

Bid Document Fee/ Tender Processing Fee (Non-refundable)	Rs. 5,000/- by way of DD from any Nationalized bank drawn in favor of the Director NIT-Andhra Pradesh, Payable at Tadepalligudem.
EMD	Rs. 25,000/- by way of DD from any Nationalized bank drawn in favor of the Director NIT-Andhra Pradesh, Payable at Tadepalligudem.
Bid Validity Period	90 days from the date of opening of financial bid
EMD Validity Period	90 days from the date of opening of financial bid
Contract Agreement	One years from the date of giving work order
Period of furnishing Performance Guarantee	Within 7days from date of receipt of LOA
Performance Guarantee Value	05 to 10% of contract value as approved by competent authority
Performance Guarantee Validity Period	14 months from the date of commencement of services
Period for signing the order of acceptance	Within 14 days from date of receipt of LOA

## TENDER SCHEDULE

### PREMEABLE:

National Institute of Technology, Andhra Pradesh, is the 31<sup>st</sup> NIT among the chain of NITs started by the Government of India. NIT Andhra Pradesh is established in the state of Andhra Pradesh in the academic year 2015 – 2016.

NIT Andhra Pradesh, Tadepalligudem, invites sealed tenders under two bid system i.e. Technical bid and Financial bid from reputed agencies / companies (no brokers, intermediaries or aggregators) for Annual Maintenance contract for 11KV/433V Substation and all other subsidiary Substations at its campus, based on the eligibility criteria and general terms and conditions mentioned in this document.

### SCOPE OF WORK:

**Subject: Annual Maintenance contract for 11KV/433 V Substation and all other subsidiary Substations at NIT Andhra Pradesh Campus**

#### Quarterly Scope

#### **1. Activities carried out during 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, & 4<sup>th</sup> Quarter**

- a. Visual inspection of mechanism, current carrying parts and insulating supports.
- b. To measure temperature of Electrical joints with the help of Non-Contact Infrared thermometer.
- c. Submission of following records based on our inspections.
- d. Load at the time of inspection.
- e. Release/ Relay settings.
- f. Check for undue noise and vibration.
- g. Abnormalities in operations.
- h. Evidence of moisture in the switchgear.
- i. In case of any abnormal temperature, we will indicate the probable cause and suggestions.
- j. Servicing of medium voltage switchgear, Transformer, Protector Relays, Low voltage switch board/Switchgears.
- k. Checking of 11 KV power cable (3-Core) between transformer outgoing and LT panel consisting of various LT feeders, maintenance of earth pits etc.,

#### **2. Medium voltage switchgears (vacuum circuit breaker)**

##### **I. Observations prior to shut down:**

- a. Manual operation of circuit breaker.
- b. Electric operation of circuit breaker.
- c. Functionally of indicating lamps, push buttons, Meters & Protection relays.
- d. Check the condition of Battery charger and confirm the secondary voltage utilized for indications/protections.

##### **II. Post shutdown activities:**

- a. Carry out each discharge.
- b. Racking out of circuit breaker.
- c. Check for freeness of rack-in and rack-out mechanism and observe for wear and tear.
- d. Visual inspections for any damages and overheating signs on Vacuum bottle and breaker insulator and current carrying parts.
- e. Carry out insulation resistance test with 5kV megger during the maintenance and recording the value.
- f. Cleaning thoroughly all moving and fixed components.



- g. Lubricants of all mobile joints.
- h. Tightness check of all joints in Circuit Breaker.
- i. Check for mechanical operations.
- j. Check the condition of CT's & PT's cleanliness and tightness of its connections.
- k. Carry out post maintenance insulations resistance test with 5 kV Megger.
- l. Check for electrical operation by tripping through protection relay in test position.
- m. Operational Check for ON/OFF & Trip on Insertion in Service position.

### **3. Transformers (Dry Type):**

#### **i. Observations prior to shut down:**

- a. Record the load currents, voltage & setting of Tap for voltage regulation.
- b. Visually inspection of Buchholz relay, WTI, OTI and Breather.
- c. Record the number of operations indicated in the OLTC.
- d. Check for any unusual noise.
- e. Check for damages.
- f. Ensuring proper incomer lock out.

#### **ii. Post shut down activities:**

- a. Checking any loose connections of the terminations of HV & LV side.
- b. Carrying out the cleanliness of Transformer.
- c. Checking Transformer for sign of overheating if any.
- d. Inspection OLTL Circuit Health Check if any.
- e. Inspection of bushings for overheating and cracks.
- f. Inspection the condition of earthing.
- g. Inspection of explosion vent, relays, alarm, circuit if any.
- h. Carrying out the tightness of HV & LV terminations.
- i. Insulation Resistance Test.
- j. Magnetic core balancing test.
- k. Checking of magnetizing current value.
- l. Vector group test.
- m. Transformer ratio test.
- n. Carrying out oil filtration.
- o. Testing of Transformer OLTC BDV final test and record.

### **4. Air Circuit Breakers**

#### **i. Observations prior to shut down:**

- a. Manual operation of circuit breaker.
- b. Electrical operation of circuit breaker.
- c. Functionality of indication lamps, push buttons, Meter & Protection Releases.
- d. Carry out Premaintenance insulation Resistance test with 500V Megger.

#### **ii. Post shut down activities:**

- a. Racking out of Circuit Breaker.
- b. Check for freeness of rack-in and rack out mechanism and observe for wear and tear.
- c. Visual inspection for any damages.
- d. cleaning mechanism and current carrying components, insulating components with cleaning agent & dry cloth.
- e. Inspect of signs of overheating on current carrying & insulating components (contact jaws, cradle terminals & terminal support or any physical damage).
- f. Inspect for loose, broken, worn or missing parts.
- g. Ensure that all hardware is properly secured.

- h. Lubrication of all mobile joints.
- i. Tightness check of all points of circuit breaker.
- j. Ensure that operating mechanism function properly.
- k. Check condition of power and arcing contacts.
- l. Check for any physical damage on arc chute.
- m. Carry out insulation resistance test with 500 V Megger post maintenance and record the value
- n. Check electrical & manual ON-OFF operation of breaker.
- o. Test the breaker with Primary / Secondary Kit or secondary injection test kit provided by OEM.

## 5. Protective Relays

### Visual and Mechanical Inspection

- a. To inspect relays for physical damage and deterioration.
- b. To inspect gaskets and covers for damage and excessive wear.

## 6. Electrical Testing

- a. To use an appropriate testing kit for the relay testing.
- b. To conduct electrical testing kit for the relays in accordance with manufacture's recommendation.
- c. To test the following function of the over current relays:
  - Pick up contacts.
  - Timing tests.
  - Instantaneous pick-up test.
  - Sealin units should be tested to ensure that the contacts hold closed with the minimum
  - specified current applied.

## 7. APFC Panel

### I. Observations prior to shut down:

- a. Manual operations of each and every stage.
- b. Recording the current drawn by each stage.
- c. Functionality of Indicating lamps, push buttons, meters & APFC Relay.

### II. Post shut down activities:

- a. Visual inspection for any damages.
- b. Cleaning all current carrying components & insulating components with cleaning agent & dry cloth. Inspect of signs of overheating on current carrying and insulating components.
- c. Checking the tightness of all hardware's in ACB's Horizontal bus, Vertical bus, Aux feeder bus-bars, Incoming & Outgoing termination with the help of torque wrench.
- d. Ensure that all stages are function properly.
- e. Measurement and recorded of capacitance value.
- f. Carry out insulation resistance test with 500V Megger post maintenance and record the value

## 8. Power control switch boards:

- a. Visual inspection for any damages.
- b. Cleaning of dust, spider foreign particles etc. of all equipments which includes horizontal bus vertical bus and auxiliary feeder bus bars with cleaning agent.
- c. Checking the tightness of all hardwares in ACB's, horizontal bus, vertical bus aux. feeder bus bars, incoming and outgoing terminations with the help of torque wrench.
- d. Ensures ON/OFF/TRIP operation of all feeders.
- e. Carry out insulation resistance test with 500V Megger post maintenance and record the value

**9. Break Down Calls / Repairs**

- a. Response time of 2-4 Hours even on Holidays.
- b. Analysis of failure of the product.
- c. Observation for overheating or any other abnormalities.
- d. Submission of report with recommendations.
- e. Resolution time varies total isolation of product from source supply and commercial clearance.
  - 2-4 Hrs. for minor fault
  - 24 to 48 Hrs for major faults (depending upon availability of material).

**10. Support required during Annual Maintenance Contract:**

- a. Full access of the installation & equipment by our team and free of cost availability of base amenities such as:
  - Electricity
  - Utilities
  - Storage our equipment and materials.
- b. Planned shut down once in a year on mutual agreed dates.
- c. Report submission with recommendations if any to site Engineer or in-charge.

**LIST OF INVENTORIES**

S. No	PARTICULARS
1	Round the clock operation, routine maintenance and troubleshooting if any fault occurs of one number main receiving 11 KV/433 V Substation consisting of the following:
a	Outdoor switchyard consisting of isolator bus entry 11 KV cable and associated equipment
b	11 KV 3 core 240 Sq.mm XLPE power cables from outdoor switchyard and in between breakers and transformers
c	Interconnecting control cables between transformer and relay panel and 11 KV breakers etc.,
d	1 No.11 KV/433 V transformer 1000/400/400KVA
e	11 KV bus bar set consisting 7 Nos. 11 Indoor VCBs. with relevant outgoing 11 KV 3 x 185 sq. mm. XLPE cable to 5 numbers secondary switch sub stations (Approximately 5 Kms.)
f	1 No. station L.T. Panel consisting of various LT feeders etc.
g	Automatic Power factor correction panel
2	Round the clock monitoring, maintenance and troubleshooting if any fault occurs of 3 Nos. 11KV/433 V sub stations around the campus of around 5 Kms. Periphery at different locations Consisting of the following equipment's (Class Room Complex, Ladies Hostel SS & Boys Hostel Substation)
a	Three numbers 11 KV incoming VCBs. in ring main with associated protective devices
b	Three numbers of 11 KV indoor feeder VCBs. with associated metering and protective devices
c	The Transformers rating of 11 KV/433 V, 1000/400/400 KVA Dry type
d	11 KV 3 core 185 sq. mm XLPE power cable in between breakers, transformers and interconnection between 11KV sub stations.
e	1.1 KV power cable between transformer outgoing and LT panel consisting of various LT feeders etc.,

**The details of the equipment mentioned above are indicative only and the capacity and rating may change during execution of the works.**

**Period of Contract:**

The contract shall be initially for a period of **one year**, subject to satisfactory performance of services and compliance of all terms and conditions of the agreement. The contract is extendable by one more year based on satisfactory performance and as per the norms of Government of India. The Competent Authority may allot the contract in full or a part of such contract to the next firm(s) out of the panel available with it at any time in the event of non-compliance or breach of any terms and conditions of this contract by the awarded Bidder or otherwise, if it is deemed fit to do so in the interest of the Institution, in order to ensure effective supply/supervision of these services by more than one Bidder even after the award of contract.

If the Successful Bidder has an existing contract with NIT Andhra Pradesh, for Annual Maintenance contract for 11KV/433V Substation and all other subsidiary Substations, it shall stand automatically terminated and the new contract will commence.

**Signature of the Bidder with stamp**

**ELIGIBILITY CRITERIA:**

1. Bidder must be a proprietor/firm/company.
2. Bidder should have CPWD/PWD of any state class-V or APEPDCL /APCPDCL/APSPDCL Class-III registration certificate along with the valid Grade-A electrical contractor license issued by the competent Authority-voltage level 33kv/11kv.
3. The bidder should have valid GST Certificate.
4. The average turnover of FY. 2018-19, 2019-20 & 2020-21 should be at-least **25** lakhs issued by CA with UDIN Number.
5. The bidder should submit audited Financial statements (balance sheets) for the FY 2018-19, 2019-20 & 2020-21 along with relevant income tax returns for concerned years i.e., AY 2018-19, 2019-20 & 2020-21.
6. Bidder must have successfully completed the works pertaining to Electrical works with the conditions and value of work/purchase orders defined as under during the period of **01-04-2018 to 31-03-2021**
  - **Three 33/11KV (or) above graded Substation maintenance works costing not less than the amount equal to Rs.6,00,000/- (Rupees Six lakhs only).**  
**OR**
  - **Two 33/11KV (or) above graded Substation maintenance works costing not less than the amount equal to Rs.7,50,000/- (Rupees Seven lakhs Fifty Thousand only).**  
**OR**
  - **One 33/11KV (or) above graded Substation maintenance work costing not less than the amount equal to Rs.12,00,000/- (Rupees Twelve lakhs only).**
7. All the payments received against the claim of Work / purchase Orders at Clauses (6) above should reflect in Form 26AS at later date. Else the Work/Purchase Order is treated as invalid.
8. The bidder must have valid PAN Card and the same should reflect in all financial statements.
9. Each page of the tender document along with all other submitted documents must be duly signed by Authorized signatory with Bidder's signature and seal.

**Name and Signature of bidder with seal**

### **METHOD OF SUBMISSION OF BIDS:**

1. The bid documents can be downloaded from the Institute website <https://www.nitandhra.ac.in/main/tender>.
2. The bids should be filled in two bid formats with all the required documents as enclosures in separate sealed covers i.e., (a) Part-I Technical bid, (b) Part-II Financial bid
3. Two separate sealed covers should be specifically super-scribed as **(a) "Technical bid for Annual Maintenance contract for 11KV/433V Substation and all other subsidiary Substations at NIT Andhra Pradesh, Tadepalligudem"** and **(b) "Financial bid for Annual Maintenance contract for 11KV/433V Substation and all other subsidiary Substations at NIT Andhra Pradesh, Tadepalligudem"**. Both the sealed envelopes (a) and (b) are to be kept in another Master envelope, which should also be sealed and submitted.
4. The Master envelope should be super-scribed with **"Tender for Annual Maintenance contract for 11KV/433V Substation and all other subsidiary Substations at NIT Andhra Pradesh, Tadepalligudem"** and shall be addressed to The Tender Box, C/o Director, National Institute of Technology Andhra Pradesh, Chennai - Srikakulam Highway Near Kondrupolu, Tadepalligudem, Andhra Pradesh 534101.
5. **Last date for submission of bid documents is 14.02.2022 up to 03:00 PM**
6. Bids received after the due date and time shall be summarily rejected.
7. Incomplete bids or bids not submitted in prescribed format are liable for rejection.
8. Institute will not be responsible for postal delay.

## **EVALUATION PROCEDURE:**

1. At the first stage, the Technical Bids shall be opened in the presence of Bidders, who may like to be present on **14.02.2022 at 03.30 PM** in Central Stores & Purchase Section, Sardar Vallabhbhai Patel Administrative Vista, NIT Andhra Pradesh, Tadepalligudem.
2. A Committee duly constituted by the Competent Authority would evaluate the technical bids submitted by the Bidders.
3. Prior to detailed evaluation, the Institute will determine the substantial responsiveness of each bid to the tender document. A substantially responsive bid is one which conforms to all the terms and conditions of the bidding/tender document and is without any material defects and deviations. Deviations from, or objections or reservations to critical provisions such as those concerning qualification/eligibility criteria, availability of facilities and amenities as needed, availability of government/statutory approvals and clearances, ready and explicit willingness to accept and honor the terms and conditions of contract etc. will be deemed to be material deviations.
4. If a bid is not substantially responsive, it will be rejected by the Institute and may not subsequently be made responsive by the Bidder by correction of the non-conformity.
5. Only those Bidders whose technical bids have been found to be substantially responsive would be evaluated.
6. The Financial bids of those Bidders only shall be opened who qualified in the Technical Evaluation. The Institute will award the contract to the Successful Bidder, whose financial bid is the lowest price bid among all the quoted bids. The decision of the Director, NIT Andhra Pradesh, Tadepalligudem, is final in this regard.
7. The Bidder should quote the price in the financial bid in figures as well as in words.
8. The validity of the bids shall be for a minimum period of 90 days.
9. Tenders with revised/modified rates/offer after opening of the tenders shall be summarily rejected and the entire Earnest Money Deposit (EMD) submitted with the tender shall be forfeited
10. The tender is not transferable under any circumstances.
11. Telegraphic, conditional or incomplete tenders shall not be accepted. Canvassing of any kind, direct or indirect, shall lead to disqualification of the Bidder.
12. Institute reserves the right to reject any or all the tenders at any stage or accept them in part or reject the lowest tender without assigning any reason thereof and the decision of the Institute in this respect shall be final.
13. The Institute reserves the right to cancel the tender process at any stage without assigning any reason.

**Signature of the Bidder with stamp**



**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 Half a day failing to which, penalty of **5000/-** for delay of every day and maximum up to 10% of the total contract value.

**PAYMENT TERMS:**

Monthly payment after receiving the work order schedule details certified by the concerned authority.

**DISCLAIMER:**

Even though adequate care has been taken in the preparation of this Tender Schedule the Bidder should satisfy himself that the Schedule is complete in all respects. NIT-Andhra Pradesh not their employees make any representation or warranty as to the accuracy, reliability or completeness of the information in this Tender Schedule and it is not possible for the NIT-Andhra Pradesh to consider the investment objective, financial situation and particular needs of each party who reads or uses the Tenders Schedule. Certain prospective Bidders may have a better knowledge of the scope of work than others. Each prospective Bidder should conduct his own investigations and analysis and check the accuracy, reliability and completeness of the information in the Tender Schedule and obtain independence advice from appropriate sources.

The Director, NIT-Andhra Pradesh reserves the right to change any or all of the provisions of this request for Proposal. Such changes would be intimated to all parties procuring this request for Proposal.

The Director, NIT-Andhra Pradesh reserves the right to reject any or all the Bids submitted in response to this request for Proposal at any stage without assigning any reasons whatsoever.

**JURISDICTION:**

The Court of Tadepalligudem alone will have jurisdiction to try any matter/dispute or reference between the parties arising out of this agreement/contract.

**Signature of the Bidder with stamp**

**TIE BREAKING PROCEDURE:**

In case of tie in the Lowest 1 (L1), the bidder among them who is having highest average annual turnover (as defined and sought in eligibility criteria) shall be awarded the contract offer.

I / we accept all the terms and conditions of the tender notice.

Date: .....

Place: .....

**Name and Signature of Bidder with Seal**

**TOOLS & TACKLES REQUIREMENT**

The contractor shall maintain the following tools & tackles in healthy condition through the period of Contract.

<b>S. No.</b>	<b>ITEM</b>
1.	Line tester – 1 No. each for each technician/operator
2.	Test lamps with 2x200W lamps in series - 1 No. each for each technician/operator
3.	Test lamp with 2 nos. spare 60W B/C lamps - 1 no. each for each technician/operator
4.	Drill machine with bits
5.	Power operated hand blower
6.	Insulated combination pliers 150mm, 250mm -1 no. each for technician/operator each
7.	Nose pliers - 1 no. each for each technician/operator
8.	Dry cell torch - 1 no. each for each technician/operator
9.	Ring Spanner for 4 mm – 36 mm
10.	Ring spanner (slugging) 36 mm- 75 mm in between sizes.
11.	DE spanner 4 mm – 36 mm.
12.	DE spanner (slugging) 36 mm- 75 mm in between sizes.
13.	Slide Wrench 8” – 12”
14.	Screw driver 6” – 12”
15.	Nut Driver 4mm – 10 mm
16.	Allen Key set
17.	Megger 500 V(Hand driven) and 1 KV(Hand driven) of reputed make.
18.	Earth Tester
19.	Digital multi meter – 2 Nos. (3.5-digit precision multi meter of Fluke /Yokogawa/ Rishabh make
20.	Clamp on Meter for current measurement- 2 Nos (one micro to 2 A range & one up to 1000A range)
21.	Wire Brush for cleaning, Hacksaw frame and blades.
22.	Hand lamps and lamp sets for temporary lighting.
23.	Earthing rod
24.	Crimping machine/Tools for cables and conductors (upto35 sq.mm. size).
25.	Blow Lamp
26.	Soldering Iron
27.	Power extension Board
28.	Air blower
29.	Hot Air Blower
30.	Industrial Vacuum Cleaner
31.	Any other tool not mentioned specifically but required for satisfactory execution of the job.

**PART-A (TECHNICAL BID)**

All the commercial conditions shall also be indicated in this part. Deviations, if any, to our specifications shall be brought out very clearly. Bidders shall mention point-wise confirmation with regard to technical specifications given in our Enquiry.

S No.	Particulars	Details
1	Bidder's name	
2	Registered Office and address	
3	Working Place of the office	
4	Year of Establishment	
5	Type of Firm (Ownership, Partnership, Pvt Ltd or Ltd Co.	
6	Details of ownership (Name and Address of the Board of Director, Partners etc.)	
7	Name of the authorized signatory who is authorized to sign all the relevant documents (power of attorney, if any to be submitted)	
8	<b>Registration Numbers:</b>	
	Firm Registration No.	
	GST No.	
	Any other registration which is mandatory for such agencies stipulated by Concerned authorities:	
9	PAN Number	
10	Total Annual Turnover for last three years	2018-19: Rs 2019-20: Rs 2020-21: Rs
11	Whether Agency has been blacklisted by any Govt or Semi-Govt. organization or any other organization? If yes, provide details	YES/NO
12	DD Number, Amount and Date of EMD submitted	
13	<b>Bank Particulars</b>	
	Account name	
	Type of A/C: (SB/CA/CC)	
	A/C No.	
	IFS code	
	Name of the Bank	
	Branch	

Enclose all certificates in support of the above statements.

Date:

Authorized Signatory

Name:

Place:

Designation:

Company:

Contact No:

Company Seal:

EXPERIENCE DETAILS

S.No.	Year	Name of the Client	Order No. & Date	Contract value per year	No. of personnel deployed
01					
02					
03					
04					
05					

DECLARATION

(To be provided on letter head of the Bidder and submit along with technical bid)

I / We \_\_\_\_\_ do hereby certify that our firm is not blacklisted and no enquiries / cases are pending against us by Govt. of India / Govt. of Andhra Pradesh or by any State Board Universities, since inception of the firm / company.

All the terms and conditions given in the tender draft with

Ref. No.: NIT/ANDHRA/ESTATE/DECEMBER/SUBSTATION-AMC/2021-22/12

DATE: 20.01.2022

**“For Annual Maintenance contract for 11KV/433V Substation and all other subsidiary Substations at NIT Andhra Pradesh, Tadepalligudem”, are acceptable to us.**

We also certify that the information mentioned in the submitted documents is true and complete in any every respect and explicitly agree that in case at a later date it is found out by the Institute (NIT Andhra Pradesh, Tadepalligudem) that any details provided herein by us are incomplete/incorrect, any contract given to us may be summarily terminated forthwith, our firm may be blacklisted, and that the Institute may also initiate any other legal/penal proceedings, as deemed fit by it.

Date:

Authorized Signatory

Name:

Place:

Designation:

Company:

Contact No.

Company Seal:

CHECKLIST

(The Bidder may use the checklist below, to ensure that the tender submitted is complete in all respects)

S. No	Particulars	Yes	No
1	Copy of original tender draft downloaded from the NIT Andhra Pradesh website.		
2	Crossed Demand Draft from National Bank towards Tender Processing Fee		
3	Crossed Demand Draft from National Bank towards EMD		
4	Copy of firm registration		
5	Copy of GST registration		
6	Copy of PAN card		
7	Copy of relevant work order(s)		
8	Copy of Work satisfactory certificate(s)		
9	Copy of Financial turnover certificate issued from Chartered Accountant with UDIN on his letter head.		
10	Copies of Income Tax Saral form>Returns along with Audited financial statements, Profit and Loss Account, Balance sheets, Form 26AS and 3CA&3CB for last 3 years subjected to financial statement submitted to firm/proprietary/company.		
11	Declaration in the format given by the Institute		
12	Financial bid cover		
13	Form 26 AS must be submitted for the period of experience claimed (for each year of work done).		

**Note:** All the pages of the original bid document along with other hard copies should be serially numbered and attested by the Bidder.

**Signature of the Bidder with stamp**

PART-2. FINANCIAL BID (On Firm Letter head)

(For Annual Maintenance contract for 11KV/433V Substation and all other subsidiary Substations at NIT Andhra Pradesh, Tadepalligudem)

Ref. No.: NIT/ANDHRA/ESTATE/DECEMBER/SUBSTATION-AMC/2021-22/12      DATE: 20.01.2022

S. No.	Description	Amount per Annum (In figures)
1	For Annual Maintenance contract for 11KV/433V (1000KVA transformer – 01 No., 400 KVA transformer - 2 No's) Substation and all other subsidiary Substations at NIT Andhra Pradesh, Tadepalligudem.	

**Offered Price (in words):** Rupees \_\_\_\_\_ Per annum only.  
(Inclusive of all taxes)

**NOTE:**

- The Firm/Bidder/Contractor who has quoted lowest price in Financial Bid per Annual Maintenance Contract among all the bidders will be considered as L1.
- Rate quoted should be inclusive of all taxes/levies (service tax /GST and any other statutory Central/State Govt. taxes).
- Rate quoted should be valid for one year from the date of signing of the agreement. Rate/ price should remain fixed during the entire period of the contract.
- No claim for compensation or loss due to fluctuations in the market rate of any item or any other reasons/ causes will be entertained.
- There should be no discrepancy between the rate quoted in words and in figures. If it occurs, the quotation will be summarily rejected.
- TDS & TDS on GST as per applicability shall be deducted from the gross billed amount to be paid to the contractor.

**Signature of the Authorized Signatory**

**Name:**

**Designation:**

**Address:**

**Tel./Mobile No.:**

**E-mail ID:**

**Date:**

**Seal of the Firm:**