

Ref. No.: NITANP/SMMD/TENDER/2022-23/43

DATE:03.02.2023

NOTICE INVITING TENDERS

(Box Tenders/Open Tenders)

**(COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (CAMC) 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.: NITANP/SMMD/TENDER/2022-23/43**

**DATE:03.02.2023**

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

**“Tender for Comprehensive Annual Maintenance contract (CAMC) for 11KV/433V Substation and all other subsidiary Substations (Battery Bank, etc.) at NIT Andhra Pradesh Campus, Tadepalligudem”**

**Addressed to:**

Tender Box  
Material Management & Disposal 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 03.02.2023 onwards. Bidders need to submit hard copy with relevant documents attested by gazetted officer.

**The last date for submission of tenders is 23.02.2023 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: 03.02.2023  
NIT Andhra Pradesh,  
Tadepalligudem.**

**TIME SCHEDULE OF VARIOUS TENDER-RELATED EVENTS**

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

Bid Document downloading Start date/ Time	<b>03.02.2023 at 04:00 PM</b>
Bid Document downloading End Date / Time	<b>22.02.2023 at 05:00 PM</b>
Pre-Bid meeting	<b>13.02.2023 at 03:30 PM</b>
Last Date and Time for receipt of Bids	<b>23.02.2023 at 03:00 PM</b>
Technical Bid Opening Date /Time	<b>23.02.2023 at 03:30 PM</b>
Financial Bid Opening Date / Time	Will be intimated later
Contact Person	The Associate Dean, P & D, NIT Andhra Pradesh, Tadepalligudem.  Email: <a href="mailto:ad_pd@nitandhra.ac.in">ad_pd@nitandhra.ac.in</a>
Reference No:	<b>Ref. No.: NITANP/SMMD/TENDER/2022-23/43 DATE:03.02.2023</b>

**Signature of the Bidder with stamp**

## **CLARIFICATIONS**

Queries, if any, can be made through e-mail only to **ad\_pd@nitandhra.ac.in** on or before **13.02.2023**. 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.

<b>S. No.</b>	<b>Page No. (Tender Ref.)</b>	<b>Clause (Tender Ref.)</b>	<b>Description (Tender Ref.)</b>	<b>Query</b>

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) and CPP portal <https://eprocure.gov.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.**

**Assoc Dean, SMMD**

**NIT-ANDHRA PRADESH**

## **BID**

**Ref. No.: NITANP/SMMMD/TENDER/2022-23/43**

**DATE:03.02.2023**

**Subject: Tender for Comprehensive Annual Maintenance contract (CAMC) for 11KV/433V Substation and all other subsidiary Substations (Battery Bank, etc.,) at NIT Andhra Pradesh Campus, Tadepalligudem.**

Sir/Madam,

Bids are invited on the Box/Open Tender platform from the reputed Registered Firms Agencies/Bidders/Suppliers from the experienced premises of Comprehensive Annual Maintenance (CAMC) of 11KV/433V Substations and all other subsidiary Substations (Battery Bank, etc.,). 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

Name of work	<b>Comprehensive Annual Maintenance Contract (CAMC) for 11kV/433V substation and all other subsidiary Substations.</b>
Location of Work	<b>NIT Andhra Pradesh Campus</b>
Estimated Cost Value (ECV)	<b>Rs. 32,47,000/-</b>
Bid Document Fee/ Tender Processing Fee (Non-refundable)	<b>Rs. 5,000/-</b> by way of RTGS/NEFT from any Nationalized bank drawn in favor of the Director NIT Andhra Pradesh, Payable at Tadepalligudem.
EMD	<b>Rs. 64,000/-</b> 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	The contract shall be for a period of <b>Three Years</b> , initially the contract will be for one year and extended yearly on the basis of satisfactory performance of services and compliance of all terms and conditions of the agreement.
Period of furnishing Performance Guarantee	Within 7days from date of receipt of LOA
Performance Guarantee Value	05% of contract value as approved by competent authority
Performance Guarantee Validity Period	38/26/14 months from the date of commencement of services for a period 03/02/01 year respective.
Period for signing the order of acceptance	Within 14 days from date of receipt of LOA

## TENDER SCHEDULE

### PERMEABLE:

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/authorized dealers dealing with Comprehensive Annual Maintenance contract (CAMC) for 11kV/433V Substation and all other Subsidiary Substations (Battery Bank, etc.,). at its campus, based on the eligibility criteria and general terms and conditions mentioned in this document.

### LIST OF INVENTORY AND SCOPE OF WORK:

The scope of work involves the following activities:

#### No. of Visits per Year:

**No. of Visits** – 06 (Once in every Two Months)

**Emergency Visits** – Whenever required.

**Subject: Comprehensive Annual Maintenance contract (CAMC) for 11KV/433 V Substation and all other subsidiary Substations (Battery Bank, etc.,) including Men, Material and Machinery.**

### LIST OF INVENTORIES

S. No	PARTICULARS
1	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 400 Sq.mm, 350 sq.mm, 240 sq.mm etc. XLPE power cables HT & LT from outdoor switchyard and in between breakers and transformers
c	Interconnecting control cables between transformer and relay panel and 11 KV breakers etc.,
e	11 KV bus bar set consisting 13 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	4 No. station L.T. Panel consisting of various LT feeders etc.
g	4 substations are having Automatic Power factor correction panel
2	Round the clock monitoring, maintenance and troubleshooting if any fault occurs of 4 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	Four numbers 11 KV incoming VCBs. in ring main with associated protective devices
b	Four numbers of 11 KV indoor feeder VCBs. with associated metering and protective devices
c	The Transformers rating of 11 KV/433 V, 4 No. of 1000KVA, 1 No. of 800 KVA, 1 No. of 500 KVA, 2 No. of 400 KVA Dry type
e	11 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.**

**PREVENTIVE MAINTENANCE (EVERY TWO MONTHS):**

**1. General activities:**

- 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 of 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 & HT panel consisting of various LT feeders, and each building of rising mains, maintenance of earth pits etc.,
- l. LT & HT cables check if any faults occurs and also rectify them.

**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 & drycloths. 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).
- f. Industrial megger is needed to find faults in the LT & HT Cables and also to rectify them whenever required by the vendor.

**10. PREVENTIVE MAINTENANCE (YEARLY):**

Substation should be painted once in a year whatever required parts or end of every year.

**11. Consumables:**

- a. The rates shall be all inclusive of spares and consumables as per schedule of work. The bidder is required to assess the probable quantity of all types of spares and consumables likely to be required for replacement for keeping all the installations in good working conditions and include the lump sum cost of these spares & consumables.
- b. Scope of works also includes liaison with APEPDCL regarding 11 KV Feeder Power connection to NIT- Andhra Pradesh, Tadepalligudem so as to ensure uniform power supply.
- c. The work shall be generally carried out as per CPWD specifications for Electrical works and as per the norms set by the manufacturers of respective equipments, specifications and specific instructions as may be issued by the NIT- Andhra Pradesh, Tadepalligudem Engineer in charge responsible for work from time to time.
- d. Log book and complaint books, all stationery like registers, sheets, markers, pens and pencils etc. will be supplied by the bidder and no extra payment for these shall be made.

Log book Performa must be approved by NIT- Andhra Pradesh, Tadepalligudem Engineer-in- charge.

- e. To arrange for a well-equipped first-aid box and maintain it in a healthy condition to take care of first aid for any eventualities of their workman at site.

### **GENERAL CONDITIONS OF CONTRACT**

1. The Maintenance work of Substation and its subsidiary services shall be required on all days in a month irrespective of holidays and the manpower deployed for this work should be prepared to work in shifts as required.
2. Substations should be painted once in a year whatever required parts including switch yard.
3. Rates quoted by the Bidder shall be inclusive of labour charges. Income tax and all other statutory deductions like labour cess etc., will be deducted from the bill as per the prevailing rules.
4. NIT Andhra reserves the right to reject any or all the bids without assigning any reason.
5. The following Indian Standard Specifications and Codes of Practice will apply to the equipment and the work covered by the scope of this contract. In addition, the relevant clauses of the Indian Electricity Act 1910 and Indian Electricity Rules 1956 as amended up to date shall also apply. Wherever appropriate Indian Standards are not available, relevant British and/or IEC Standards shall be applicable.

BIS certified equipment shall be used as a part of the Contract in line with Government regulations. Necessary test certificates in support of the certification shall be submitted prior to supply of the equipment.

It is to be noted that updated and current Standards shall be applicable irrespective of those listed below.

Low voltage Switchgear and Control gear specifications IS 13947 : 1993

Part I – General

Part 2 – Circuit Breakers

Part 3 – Switch Fuse Units

Part 4 – Contactors and Motor Starters

Part 5 – Control Circuit Devices

Electrical Relays for power system protection IS 3231 : 1986

Low voltage Switchgear and Control gear assemblies IS 8623 : 1993

Marking of Switchgear busbars IS 11353 :

1985 Degree of Protection of Enclosures for low voltage switchgear IS 2147 : 1962

Code of Practice for selection, installation and maintenance of Switchgear IS 10118 : 1982

6. Any major overhaul/repair shall be extra at mutually agreed price and conditions.
7. For the above jobs or any kind of repairs at site, which need to be carried out during the normal maintenance or break-down, NIT AP shall provide approved unit rates for such activities to contractor within one month of contract finalization.
8. The old materials if any are to be handed over to departmental store with proper documentation. The contractor shall clear the site thoroughly of all scaffolding materials & rubbish etc. left out

of his work & dress the site around the building to the satisfactions.

9. The bidder should submit the tools credential with the List of tools, tackles and instruments in possession for undertaking the substations AMC activities.

**Minimum Requirements:**

- ACB primary and Secondary Current injection testing kit.
- Relay Testing kit.
- Insulation Resistance Tester.
- Transformer test kit.
- Capacitance meter
- Milli ammeter for leakage current test
- Clamp Meter
- Thermal Image Camera
- Earth Tester

**Electrical safety at work site**

The contractor will identify one of the supervisors for taking care of implementation of Safety systems.

The Contractor should follow the following General Guidelines governing the safety rules as laid down under:

Usage of eye protection equipment shall be ensured when workmen are engaged for grinding, chipping, welding and gas-cutting. For other jobs as and when site safety co-ordinator insists eye protection has to be provided.

1. All safety appliances like Safety shoes, Safety gloves, Safety helmet, Safety belt, Safety goggles etc. shall be arranged before starting the job.
2. All the dangerous moving parts of the portable / fixed machinery being used shall be adequately guarded.
3. Ladders being used at site shall be adequately secured at bottom and top. Ladders shall not be used as work platforms.
4. Material shall not be thrown from the height. If required, the area shall be barricaded and one person shall be posted outside the barricading for preventing the trespassers from entering the area.
5. Other than electricians no one is allowed to carry out electrical connections, repairs on electrical equipment or other jobs related thereto.
6. A tools and tackles inspection register must be maintained and updated regularly.
7. Debris, scrap and other materials to be cleared from time to time from the workplace and at the time of closing of work every day.
8. All the unsafe conditions, unsafe acts identified by contractors, reported by site supervisors and / or safety personnel to be corrected on priority basis.
9. No children (Less than 18 years) shall be allowed to enter the workplace.
10. All the lifting tools and tackles shall be stored properly when not in use.
11. Clamps shall be used on Return cables to ensure proper earthing for welding works.
12. All the pressure gauges used in gas cutting apparatus shall be in good working condition.
13. Proper eye washing facilities shall be made in areas where chemicals are handled.
14. Non-compliance to above shall invite a penalty recovery.

15. The bidder must have to submit the manpower credential of technical personnel for AMC of Substation
16. Minimum qualification required for Supervisor: Degree/ Diploma in Electrical Engineering with 5/8yrs. working experience on Substation maintenance.
17. Minimum qualification required for Electrician: License to work in HT (minimum 33KV level) / LT with 5 yrs. working experience on substation maintenance.

**Exclusions:**

Exclusion (not covered) under the scope of the contract for maintenance of substations and other electrical are as listed below:

1. Major repairs and overhauls which if at all be done shall be carried out by contractor at an extra cost to be mutually agreed upon.
2. Movement/Erection and commissioning, De-commissioning of any equipment.
3. Repair and Supply of any Furniture in Substation.
4. Cleaning of Toilets in control room/switchyards.
5. Restoration of Water Drainage.
6. Restoration of Water supply to Substation.
7. General Building maintenance in such Substations.
8. Civil works and repairs.
9. Calibration of Energy meters at government approved labs.
10. Load testing of cranes and other lifting tackles.
11. Painting and distempering of walls, shutters and doors in the building and control rooms
12. Vermin/Pest Control.
13. Cranes, O/H hydraulic ladders, etc. if required shall have to be arranged by vendor.
14. Replacement of transformer, HT & LT panels.

**ELIGIBILITY CRITERIA:**

1. Bidder must be a proprietor/firm/company possessing valid Grade A Electrical license issued by any state/central CPDCL/EPDCL/SPDCL Registration Certificate.
2. The Bidder should have valid GST Certificate.
3. The average annual turnover of FY. 2019-20, 2020-21 & 2021-22 should be at-least **16** lakhs issued by CA with UDIN Number.
4. The bidder should submit audited financial statements (balance sheets) for the FY 2019-20, 2020-21 & 2021-22 along with relevant income tax returns for concerned years i.e., AY 2020-21, 2021-22 & 2022-23.
5. Bidder must have successfully completed the works pertaining to Comprehensive Annual Maintenance Contract of Substations minimum of 11KV/0.44KV in any Government/Semi Government/Autonomous bodies works with the conditions and value of work/purchase orders along with satisfactory certificates defined as under during the period of **01-04-2019 to 31-03-2022.**
  - One work of Comprehensive Annual Maintenance Contract of Substations costing not less than the amount equal to Rs. 26,00,000/- (Rupees Twenty-Six Lakhs only).

OR

  - Two works of Comprehensive Annual Maintenance Contract of Substations costing not less than the amount equal to Rs.16,25,000/- (Rupees Sixteen Lakhs Twenty-five Thousand only).

OR

  - Three works of Comprehensive Annual Maintenance Contract of Substations costing not less than the amount equal to Rs.13,00,000/- (Rupees Thirteen Lakhs only).
6. All the payments received against the claim of Work / purchase Orders at Clauses (5) above should reflect in Form 26AS. Else the Work/Purchase Order is treated as invalid.
7. The bidder must have a valid PAN Card and the same should reflect in all financial statements.
8. The agency shall submit Valid EPFO, ESI, registration copy certificates.
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.
10. All the bidders should submit a spare parts declaration as per Annexure-IV on their letter head stating that they will support tenderer with all the spare parts in Page No. 24&25.

**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> and CPP Portal <https://eprocure.gov.in>.
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 Comprehensive Annual Maintenance contract (CAMC) for 11KV/433V Substation and all other subsidiary Substations (Battery Bank, etc.) at NIT Andhra Pradesh, Tadepalligudem”** and **(b) “Financial bid for Comprehensive Annual Maintenance contract (CAMC) for 11KV/433V Substation and all other subsidiary Substations (Battery Bank, etc.) 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 Comprehensive Annual Maintenance contract (CAMC) for 11KV/433V Substation and all other subsidiary Substations (Battery Bank, etc.) at NIT Andhra Pradesh, Tadepalligudem”** and shall be addressed to The Tender Box, C/o Central Stores and Purchase Section, Sardar Vallabhbhai Patel Administrative Vista Building, National Institute of Technology Andhra Pradesh, Chennai - Srikakulam Highway Near Kondrupolu, Tadepalligudem, Andhra Pradesh 534101.
5. **Last date for submission of bid documents is 23.02.2023 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 **23.02.2023 at 03.30 PM.** in **Material Management & Disposal Section**, Sardar Vallabhbhai Patel Administrative Vista Building of NIT Andhra Pradesh, Tadepalligudem.
2. IPC 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. 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.
8. The tender is not transferable under any circumstances.
9. Telegraphic, conditional or incomplete tenders shall not be accepted. Canvassing of any kind, direct or indirect shall lead to disqualification of the Bidder.
10. In case of a further tie, the contract will be awarded to the firm that has the highest Average Annual turnover for the last three years.

**Name and Signature of bidder with seal**

**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 **1000/-** for delay of every 1 hr and maximum up to 10% of the total contract value.

**PAYMENT TERMS:**

Payment to the successful bidder shall be released on a quarterly basis on submission of checklist for the services rendered in the particular quarter.

**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**

**Annexure-I**

**PART-A (CHECKLIST FOR 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.

<b>S. No</b>	<b>Particulars</b>	<b>Yes</b>	<b>No</b>
1	Copy of original tender draft downloaded from the NIT Andhra Pradesh website.		
2	In the form of RTGS/NEFT from National Bank towards Tender Processing Fee		
3	Crossed Demand Draft from National Bank towards EMD		
4	Copy of firm registration		
5	Copy of Contract registration		
6	Copy of GST registration		
7	Copy of PAN card		
8	Copy of relevant work order(s)		
9	Copy of Work satisfactory certificate(s)		
10	Copy of Financial turnover certificate issued from Chartered Accountant with UDIN on his letter head.		
11	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.		
12	Declaration in the format given by the Institute		
13	Financial bid cover		

**Enclose all certificates in support of the above statements.**

Date:

Authorized Signatory

Name:

Place:

Designation:

Company:

Contact No:

Company Seal:

**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.: NITANP/SMMMD/TENDER/2022-23/43 DATE:03.02.2023** **“For Comprehensive Annual Maintenance contract (CAMC) for 11KV/433V Substation and all other subsidiary Substations (Battery Bank, etc.) 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:**

**PART-B. FINANCIAL BID (On Firm Letterhead)**

**(For Comprehensive Annual Maintenance contract (CAMC) for 11kV/433V Substation and all other subsidiary Substations (Battery Bank, etc.,) at NIT Andhra Pradesh, Tadepalligudem)**

Ref. No.: NITANP/SMMMD/TENDER/2022-23/43

DATE:03.02.2023

S. No.	Description	Amount Per Anum
1	<p><b>For Comprehensive Annual Maintenance contract (CAMC) for 11kV/433V Substation and all other subsidiary Substations (Battery Bank, etc.,) at NIT Andhra Pradesh, Tadepalligudem</b></p> <p><b>Any other item/items related to the plant which is not included above are also be the part of the Comprehensive Annual Maintenance as per the maintenance schedule &amp; Scope mention in tender with the following:</b></p> <p>At least one (1) technical expert holding Electrical Engineering Graduate with three years' experience/ Diploma in Electrical Engineering with 5 years' experience 11KV/33KV Substation and appropriate Licence from Central/Any State Government. The technical person shall be available round the Clock.</p>	

**Offered Price (in words):** Rupees \_\_\_\_\_ Per only.

**NOTE:**

1. The Firm/Bidder/Contractor who has quoted the lowest price in Financial Bid per Comprehensive Annual Maintenance Contract among all the bidders will be considered as L1.
2. Rate quoted should be Inclusive of GST and any other statutory Central/State Govt. taxes.
3. Rate quoted should be valid for three years from the date of signing of the agreement. Rate/ price should remain fixed during the entire period of the contract except the wages of employees.
4. It is presumed that the quote in financial bid includes the wages as per existing CLC norms prevailing as on date. However, any change in daily wages shall be entertained as per CLC act.
5. No claim for compensation or loss due to fluctuations in the market rate of

any item or any other reasons/ causes will be entertained.

6. There should be no discrepancy between the rate quoted in words and in figures. If it occurs words of the quotation will be considered.
7. The contract will be awarded to the firm having highest Average Annual turnover for the FY 2019-20,2020-21,2021-22.

**Signature of the Authorized Signatory**

**Name:**

**Designation:**

**Address:**

**Tel./Mobile No.:**

**E-mail ID:**

**Date:**

**Seal of the Firm:**

**SPARE PARTS DECLARATION**

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

I / We \_\_\_\_\_ do hereby agree that we will support all the spare parts which are mentioned in Inventory details as under:

<b>S. No</b>	<b>PARTICULARS</b>
1	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 400 Sq.mm, 350 sq.mm, 240 sq.mm etc. XLPE power cables HT & LT from outdoor switchyard and in between breakers and transformers
c	Interconnecting control cables between transformer and relay panel and 11 KV breakers etc.,
e	11 KV bus bar set consisting 13 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	4 No. station L.T. Panel consisting of various LT feeders etc.
g	4 substations are having Automatic Power factor correction panel
2	Round the clock monitoring, maintenance and troubleshooting if any fault occurs of 4 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	Four numbers 11 KV incoming VCBs. in ring main with associated protective devices
b	Four numbers of 11 KV indoor feeder VCBs. with associated metering and protective devices
c	The Transformers rating of 11 KV/433 V, 4 No. of 1000KVA, 1 No. of 800 KVA, 1 No. of 500 KVA, 2 No. of 400 KVA Dry type
e	11 KV power cable between transformer outgoing and LT panel consisting of various LT feeders etc.,

**Note: All Consumable items which are part of service and maintenance, such as chemicals required for cleaning, oil, Grease and flanges, seals, fuses, all rubber and PVC parts all wear and tear items etc., will be in the scope of vender. Further, the vender must replace the spare parts whenever required, which cost less than Rs. 25000/- (each part) is in the scope of vender.**



In case if we found as defaulter to the above declaration, the contract can be terminated.

**Signature of the Authorized Signatory**

**Name:**

**Designation:**

**Date:**

**Place:**

**Company:**

**Contact No.**

**Company Seal:**