



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2023/B/3299354
Dated/दिनांक : 29-03-2023

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	13-04-2023 11:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	13-04-2023 11:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	90 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Earth Sciences
Department Name/विभाग का नाम	Na
Organisation Name/संगठन का नाम	National Centre For Antarctic And Ocean Research (ncaor)
Office Name/कार्यालय का नाम	Goa
Item Category/मद केटेगरी	Facility Management Services - Lump Sum Based - R and D Institution; O&M of Electrical Work; Consumables to be provided by service provider (inclusive in contract cost) , Facility Management Service - Manpower Based - R and D Institution; O&M of Electrical Work; Electrical Supply of HT/LT; Supervisor , Facility Management Service - Manpower Based - R and D Institution; O&M of Electrical Work; Electrical Supply of HT/LT; Senior Electrician , Facility Management Service - Manpower Based - R and D Institution; O&M of Electrical Work; Electrical Supply of HT/LT; Junior Electrician , Facility Management Service - Manpower Based - R and D Institution; O&M of Electrical Work; Electrical Supply of HT/LT; Electrical Assistant
Contract Period/अनुबंध अवधि	1 Year(s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	3 Year (s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
MSE Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से एमएसई छूट	No
Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट	No

Bid Details/बिड विवरण

Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Single Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	4 Days
Estimated Bid Value/अनुमानित बिड मूल्य	8480000
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है	Yes

EMD Detail/ईएमडी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	255000

ePBG Detail/ईपीबीजी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
ePBG Percentage(%) /ईपीबीजी प्रतिशत (%)	10.00
Duration of ePBG required (Months)/ईपीबीजी की अपेक्षित अवधि (महीने).	14

(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने हैं। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

Beneficiary/लाभार्थी :

Director

Splitting/विभाजन

Bid splitting not applied/बोली विभाजन लागू नहीं किया गया.

MII Compliance/एमआईआई अनुपालन

MII Compliance/एमआईआई अनुपालन	Yes
-------------------------------	-----

MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
---	-----

1. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid data sheet (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
2. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.
3. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.
4. Past Experience of Similar Services: The Bidder must have successfully executed / completed at least one single order of 80 % of the Estimated Bid Value or 2 orders each of 50 % of the Estimated Bid Value or 3 orders each of 40 % of the Estimated Bid Value for similar service(s) in last three years to any Central / State Govt Organization / PSU / Public Listed Company. Copies of contracts / work orders and documentary evidence of successful execution / completion in support of Past Experience of Similar Services along with names, address and contact details of clients shall be uploaded with the bid for verification by the Buyer.

Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा

Geographic Presence in states:The Contractor should have a functional office in Goa. Appropriate documentary proof to be submitted in line with the same i.e. electricity bill or rental agreement or water connection bill etc.

Total experience in providing facility management services to government departments, public sector companies, and government autonomous organizations::Executed at least one single Annual Maintenance Contract (AMC) in electrical work amounting not less than Rs. 60 lakh per annum Or two AMC in electrical work amounting not less than Rs. 50 lakh per annum Or three AMC in electrical work amounting not less than Rs. 40 lakh per annum, of any Govt/PSU/reputed organization, company during last seven years ending March 2023.

Please specify type of services for which experience is mandatoryHT 11 KV & LT 11 KV/ 440 V Substation (Transformer), DG sets/Engine 320KVA/750 KVA, Air Conditioning System, Lights/Fans /Telephones/

Pathway Lights/Flood Lights, UPS systems, voltage stabilizers, Water Management, & minor Plumbing & Work, Miscellaneous Works, Fire Alarm, Fire Fighting System, Flood Lights and Height Work, Additional Electrical Installations, Solar Power plant, VRF system, Lift et

Non-Blacklisting/Debarment:The bidder who has been terminated or blacklisted from any organization is not eligible.

Details of the premise:[1679567863.pdf](#)

Scope of work:[1680064433.pdf](#)

Format of Price Breakup:[1680073292.pdf](#)

Facility Management Services - Lump Sum Based - R And D Institution; O&M Of Electrical Work; Consumables To Be Provided By Service Provider (inclusive In Contract Cost) (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specific ation	Values
Core	
Type of Premises	R and D Institution
Type of services required	O&M of Electrical Work
Cost for Consumables/ Materials	Consumables to be provided by service provider (inclusive in contract cost)
Service component	Plumbing , Sewer/Drainage , Water Supply , Pumps , Fire Fighting System , Lift , Electrical Supply of HT/LT , DG Sets , UPS , AC Chillers , HVAC , Transformers , Solar Power plant VRF system LightsFans Telephones Pathway LightsFlood Lights Fire Alarm Fire Fighting System Flood Lights and Height Work
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	To be set as 1	Additional Requirement/अतिरिक्त आवश्यकता
1	Ravikant Sharma	403804,Director National Centre for Antarctic Ocean Research Headland Sada, Vasco-da-gama,	1	N/A

Facility Management Service - Manpower Based - R And D Institution; O&M Of Electrical Work; Electrical Supply Of HT/LT; Supervisor (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Premises	R and D Institution
Type of Services Required	O&M of Electrical Work
Service Component	Electrical Supply of HT/LT
Type of Manpower Required	Supervisor
Cost of Consumable / Material	Consumables to be provided by service provider (inclusive in contract cost)
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	No. of Resources	Additional Requirement/अतिरिक्त आवश्यकता
1	Ravikant Sharma	403804, Director National Centre for Antarctic Ocean Research Headland Sada, Vasco-da-gama,	1	<ul style="list-style-type: none"> Number of months within contract period : 12

Facility Management Service - Manpower Based - R And D Institution; O&M Of Electrical Work; Electrical Supply Of HT/LT; Senior Electrician (6)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Premises	R and D Institution
Type of Services Required	O&M of Electrical Work
Service Component	Electrical Supply of HT/LT
Type of Manpower Required	Senior Electrician
Cost of Consumable / Material	Consumables to be provided by service provider (inclusive in contract cost)
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	No. of Resources	Additional Requirement/अतिरिक्त आवश्यकता
1	Ravikant Sharma	403804, Director National Centre for Antarctic Ocean Research Headland Sada, Vasco-da-gama,	6	<ul style="list-style-type: none">Number of months within contract period : 12

Facility Management Service - Manpower Based - R And D Institution; O&M Of Electrical Work; Electrical Supply Of HT/LT; Junior Electrician (6)**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
Core	
Type of Premises	R and D Institution
Type of Services Required	O&M of Electrical Work
Service Component	Electrical Supply of HT/LT
Type of Manpower Required	Junior Electrician
Cost of Consumable / Material	Consumables to be provided by service provider (inclusive in contract cost)
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	No. of Resources	Additional Requirement/अतिरिक्त आवश्यकता
----------------	---	-------------	------------------	--

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	No. of Resources	Additional Requirement/अतिरिक्त आवश्यकता
1	Ravikant Sharma	403804, Director National Centre for Antarctic Ocean Research Headland Sada, Vasco-da-gama,	6	<ul style="list-style-type: none"> Number of months within contract period : 12

Facility Management Service - Manpower Based - R And D Institution; O&M Of Electrical Work; Electrical Supply Of HT/LT; Electrical Assistant (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Type of Premises	R and D Institution
Type of Services Required	O&M of Electrical Work
Service Component	Electrical Supply of HT/LT
Type of Manpower Required	Electrical Assistant
Cost of Consumable / Material	Consumables to be provided by service provider (inclusive in contract cost)
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	No. of Resources	Additional Requirement/अतिरिक्त आवश्यकता
1	Ravikant Sharma	403804, Director National Centre for Antarctic Ocean Research Headland Sada, Vasco-da-gama,	1	<ul style="list-style-type: none"> Number of months within contract period : 12

Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25

percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. **Generic**

Shelf Life: The Product/Spare parts to be supplied as part of the services must have minimum

1 year

Shelf Life. On the date of supply, minimum

50 percent

usable shelf life should be available / balance.

3. **Generic**

1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.

2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.

3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

4. **Payment**

PAYMENT OF SALARIES AND WAGES: Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.

5. **Forms of EMD and PBG**

Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name

NCPOR

Account No.

36706713855

IFSC Code

SBIN0004116

Bank Name

State Bank of India

Branch address

State Bank of India, Commercial Branch Shree Vidyadiraj Bhavan, Francisco Luis Gomes Road, Vasco-Da-Gama Goa - 403 802, India

Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.

6. **Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in Beneficiary name

NCPOR

Account No.

36706713855

IFSC Code

SBIN0004116

Bank Name

State Bank of India

Branch address

State Bank of India, Commercial Branch Shree Vidyadiraj Bhavan, Francisco Luis Gomes Road, Vasco-Da-G

ama Goa - 403 802, India

. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer in place of PBG within 15 days of award of contract.

7. Buyer Added Bid Specific Scope Of Work(SOW)

Text Clause(s)

SCOPE OF WORK

The scope of work under this contract shall include 'Upkeep and Maintenance of Electrical Systems & Other Related Operational Work at NCPOR, Goa". The quantities indicated are approximate and may vary at the time of execution. NCPOR will exercise absolute discretion for operating all or some items of the schedule. The Contractor shall provide all necessary consumable materials, equipment, labour etc. for the execution and maintenance of the work till completion unless otherwise mentioned in this tender document. All materials required for the work shall be as per technical specifications and approved by Engineer-in-Charge prior to procurement and use.

I) Areas falling under this contract shall be as follows: The area under this scope of work shall be the entire NCPOR campus including the following major buildings & areas,

- a. Main Building
- b. Auditorium Building
- c. Fellows Lab Building
- d. Laboratory Block Building
- e. Hostel Building
- f. Staff residence buildings
- g. Electrical substation
- h. HVAC plant
- i. Canteen Building
- j. Container yard Building (under construction)
- k. New Polar Lab Building (under construction)
- l. Main Gate etc. & the other area/land within the NCPOR campus

II) Contractor's Scope of Work:

a) In brief the work will include operation & maintenance of electrical installation, such as electrical, communication, fire alarm & network wirings, light fittings, ceiling fan, exhaust fan, wall mounting fans, electrical panels, busbar, street lighting system, garden light, parking light, electrical feeder pillar, telephone feeder pillar, earthings etc. available in the sector area. Any used or damaged consumables/fittings/parts have to be replaced and the contractor shall at all points of time on all days be alert and be prepared to carry out any repairs and rectification.

b) Periodic cleaning & checking of electrical panels, busbars, feeder pillars, earthing points etc. shall be in the scope of contract.

c) Maintaining records of work as instructed.

d) Providing technical manpower as per the requirement of NCPOR.

e) All works to be carried out in accordance with relevant Indian Standards and as per Indian Electricity rule as amended.

- f) Contractor will ensure consistency of work and work force, correct trouble shooting, good workmanship, follow all safety procedures and will make all necessary efforts to maintain healthy environments and reliable services.
- g) It is purely contractor's responsibility to get his staff acquainted with the site condition, operation and maintenance procedure, equipment detail, safety devices, scope of work etc.
- h) Contractor should make payment to his all staff as per the guidelines provided in the tender as per Minimum Wage Act.
- i) The scope of works covers supply of skilled/unskilled workers with tools and plants required to resolve the complaint.

Types of works covered under this service of the contract shall be as follows:

(A) Maintenance of Electrical HT 11 KV & LT 11 KV/ 440 V Substation - 01 No.

1. Daily maintenance of the HT 11 KV & LT 11 KV/ 440 V Substation for 24 hours by employing round the clock at least one qualified electrician and at least one Junior Electrician (in addition one supervisor shall look after the daily routine work during office hours on all days including major break down if any, even at off hours).
2. Substation shutdown maintenance.
3. Routine daily check of the safety relays.
4. Maintaining a daily logbook on the performance of the system.
5. Maintenance of the HT Switch gears and LT Switch gears.
6. Maintenance of HT Breaker VCB / ACB.
7. Maintenance of the HT - 11 KV double pole structure. (Proper greasing once in a month, for double pole structure)
8. Monitoring of the capacitor - bank panel.
9. Monitoring and maintenance of all electrical outlets and fittings at all the NCPOR buildings (pump house, Administration block, laboratory block, Fellows lab, Auditorium, temporary shades etc within the campus) and Residential Quarters etc in NCPOR campus.
10. Meter readings of the sub-station as well as Residential Quarters and the water reading of the campus per day/month and submitting to the concern Engineer-in-charge.
11. Any type of electrical work in NCPOR office (pump house, Administration block, laboratory block, Fellows lab, Auditorium, temporary shades etc within the campus) as well as residences of NCPOR Campus to be attended as and when required without any delay.
12. Maintenance of Bore wells and Pumping of water to the overhead tank in the office and at the residence as well as for the lawns and plantation.
13. Any other work related to the electrical systems and stabilizer system, installation and fittings of a minor nature in the NCPOR complex including the UPS, Voltage stabilizers EPABX line checking.
14. Maintenance of the daily roster chart of the persons employed by the contractor and submitting to the Estate Section.
15. Once in a six months contractor shall arrange the servicing of double pole structure, this includes greasing, checking resistance of all insulators, checking tightness and conductivity etc. Also, contractor should provide fuse wire.

(B) Day to day Operation and Maintenance of DG sets/Engine 320KVA/750 KVA

i. Diesel Generator (DG)

1. The contractor shall carry out minor maintenance work such as switching ON/ OFF the DG Sets, checking the operation of the DG Sets and attending to the problems. In case the rectification of the fault in the DG Sets is beyond the reach of the party, the party may inform to the respective AMC agency. The party may provide proper assistance to the AMC Agency during their visits.
2. Check coolant level in radiator, if necessary, top up with drinking water.

3. Check oil level in oil pump, top up to max. Level in dip stick.
4. Check fuel level in fuel tank; ensure minimum level in a tank.
5. Clean Air Filter and Air Filter Housing.
6. Check Belt tension and for cracks.
7. Check hoses for leakages.
8. Clean breather for every six months.
9. Replace Engine oil if required or as per direction of Elect. Engineer of NCPOR.
10. Renew oil filter and fuel filter / separator along with change of Engine Oil
11. Renew coolant conditioner element once in a year.
12. Carry out valve settings every 2000 hours of operation.
13. Check Anti vibration mounts.
14. Check smoke, vibration and sound level.
15. Clean/Check the battery leads.
16. Check the acid level in batteries and add the distilled water if necessary
17. Check for loose connections of terminals of starter motor.
18. Clean the EIM fuses
19. Check loose connections for ECM if fitted
20. Check the end connections of electrical outgoing Lines.
21. Maintaining a log book for above said jobs and take counter sign from Engineer and Estate In-Charge
22. Cleaning of both the D.G. and alternator once in a month.
23. Maintaining sufficient stock of diesel & arrangement of transport of diesel from the designated petrol pump at Vasco to NCPOR would be the responsibility of the contractor. The bidder may assess the transportation cost & include in the price bid. The diesel purchase bill will be directly settled by NCPOR with the respective petrol pump. The contractor should timely collect the credit voucher from the Estate/Administration section and arrange diesel.

ii. ALTERNATOR

1. Open cover of Alternator, AVR and speed control unit, clean gently the dust by air pressure.
2. Check the mountings of CT's for its position; ensure that does not make contact with body.
3. Check for loose connections for all Power/Neutral cables connections.
4. Check for the alternator fuses.
5. Check for loose connections at AVR and any speed

iii. CONTROL PANEL / SYNCHRONISING PANEL

1. Check for loose connections of cables of Meters/Connectors.
2. Switch off the panels & open all the doors of the panels for cleaning by air blower; check for loose connections, once in a month. After cleaning the same, panels should be properly closed and switched on.

iv. CIRCUIT BREAKER (CB)

1. Check the outgoing and incoming phase, neutral connections of CB.
2. Check mountings of Circuit Breaker and tightness of Power Cables

2. Check mountings of Circuit Breaker and tightness of Power Cables.

v. BATTERY CHARGER

1. Check loose connection of end leads and fuses
2. Check battery charger for its functions.
3. Clean the terminal connectors and apply the jelly once in a week.
4. Check the level of distilled water in all batteries by gravity tester and top up the level as directed by Engineer-In-Charge.

vi. GENERAL

1. Ensure all covers are fitted, make a walk around inspection and then start the Genset.
2. Check all parameters and load the Genset, fill the Load Test Report.
3. Appraise the Eng-In-Charge regarding operation and daily check-ups of Genset.
4. All earthing connections to electrical installations/systems at office and residences at NCPOR Campus should be checked properly by Earth Megger every month. Proper record of the same should be maintained and take counter signature from the Concerned Officer periodically.

vii. PREVENTIVE MAINTENANCE

a. Daily Routine

1. Check the coolant in the radiator, lubricating oil in the engine and fuel in the fuel tank and replenish, if necessary.
2. Check the battery voltage, level of electrolyte in the battery and top up if needed. Also check the charging current of the battery.
3. Check up the fan belt for proper tension.
4. Start the DG set and check up rated RPM, proper output voltage and frequency.
5. Check for proper oil pressure.
6. Check up the operation of AMF panel
7. The details of all parameters should be recorded in the designated register. Contractor shall arrange the registers / stationary at his cost as per requirement.
8. The generator should be operated at least one time on load for 10 minutes daily in case there is no power failure from the Electricity Department.
9. The DG set to be operated round the clock in the event of power failure from the Electricity Department, by a qualified and authorized operator only.
10. May keep the running of both the D.G. Sets depending upon the load and as directed by Engineer-In-Charge.

b. Weekly routine

1. Check up the alternator terminal connection for tightness.
2. Check up the battery terminal connections for tightness and apply petroleum jelly on their terminals.
3. Check the starter connection for tightness.
4. Clean all parts of the diesel engine with cloth or cotton waste.
5. The NCPOR will supply all consumable items on written demand e.g. (Consumable-diesel, lubricant oil, coolant, grease petroleum jelly, cotton waste, distilled water etc.)
6. Transportation of Diesel from fuel station to NCPOR.
6. Proper assistance/manpower to be provided by the AMCs (for DG sets).

7. Check up of Diesel Meter, AMF Panel, Earthing Wire, Oil Pressure, Start Light and Battery Voltage

7. Checking of Pump Motors, MV Panels, Feeder Pillars, Switch gears, Street Lights and Periphery Lightings.

c. Regular Checking

Checking Feeder pillars, Cables, Ceiling Fans, Geysers and energy meter panels. Checking and noting Earth resistance measurement of all houses and installations including installations identified by Electrical Engineer/Estate I/c.

(C) Preliminary checking of Air Conditioning System in NCPOR:

1. The Contractor shall carry out the Maintenance work such as switching ON/OFF the A.C. unit.
2. Any major fault in the A/C system to be reported to Electrical Engineer or Estate In charge, NCPOR immediately.
3. The machines are to be operated regularly or as and when required, for their better performance.
4. Only qualified and authorized operator may be allowed to operate the system.
5. The Contractor shall assist the AMC (AC unit) Agency during their visits.

(D) Maintenance of Lights/Fans /Telephones etc. in Office buildings as well as Residential Complex including Pathway Lights, Flood Lights.

1. Repair and Replacement, Maintain the wall/ceiling mounted fittings, tube light fixtures and fans, Cables /wiring etc. in NCPOR Campus.
2. Change the fused bulbs / tube lights as and when required and maintain the stock and issue register.
3. Change the unserviceable electrical material as per requirement and direction by concerned officer.
4. If there is any fault in the electrical cable lines/wiring or any other electrical problems, the party shall attend and replace the same immediately. The required material shall be arranged by NCPOR on written demand.
5. The contractor shall carry out the work of fixing any extra electrical fixtures, fittings or points or telephone wiring as required. The party shall also carry out the work of electrical points with surface or concealed wiring as instructed by Electrical Engineer/Estate I/c, also the work related to line shifting/ removing/ extending/ checking of the telephone lines as well as telephone instrument as and when required without any extra cost. The required materials will be provided by NCPOR as per the actual requirement.
6. The contractor should monitor Energy meter in the Residential Quarters and report any problems to concern Engineer.

(E) Maintenance and Operation of UPS systems (60 KVA x 2, 40 KVA x1, 30 KVA x 3, 15 KVA x 1, 20 KVA x 1, 10 KVA x 2):

1. The party shall carry out minor maintenance work such as switching ON/ OFF the UPS, checking the operation of the UPS and attending to the problems such as tripping of the UPS etc. In case the rectification of the fault in the UPS is beyond the reach of the party, the party may inform to the respective AMC agency. The party may provide proper assistance to the AMC (AC units) Agency during their visits.
2. The party has to clean the UPS and Batteries by air blower periodically and maintain the register of all services rendered and should take counter signature from the concerned officer.
3. Regular Battery Health Check up and submit Battery volume report monthly.

(F) Maintenance and Operation of voltage stabilizers (60 KVA x 2, 200KVA x 1):

1. The party shall carry out minor maintenance work, checking the operation of the voltage stabilizers and attending to the problems such as tripping etc. In case the rectification of the fault in the voltage stabilizers is beyond the reach of the party, the party may inform to the respective AMC agency. The party may provide proper assistance to the AMC (AC units) Agency during their visits.
2. The party has to clean by air blower periodically and maintain the register of all services rendered and should take counter signature from the concerned officer.

(G) Water Management, & minor Plumbing & Work.

1. Checking the level of Overhead Water tank thrice in a day and report if not satisfactory. Day to day Operation of the Overhead water tank pumps and taking daily readings of PWD water supply & calling of water tankers if required with permission of Estate I/C.

2. Checking the float valves of all the Overhead water tanks & replacing the same when found faulty. (Material will be supplied by NCPOR).
3. Repair/replacement of taps, pipe lines, drains etc. & do necessary plumbing works as and when directed by the Estate I/c.
4. Maintenance of automatic toilet flushing system, check flow of water, change of batteries.
5. As & when told check/oiling/fixing of door closers, tower bolts, handles, latches.
6. To arrange specialized personals other than regular maintenance staff for dismantling, reinstallation of faulty overhead water tank motors including transport, loading, unloading. However repair work will be under scope of NCPOR.

(H) Miscellaneous Works.

1. Cleaning & maintenance of Electrical Signage's of NCPOR.
2. The scope of services includes servicing and routine repairs and replacement of parts and accessories.
3. The contractor should follow preventive maintenance methods to prevent sudden breakdown. Painting/Antirust treatments to apply to avoid rusting of machine parts, accessories (material will be provided by NCPOR).
4. In case of break-down of any electrical item/equipment which the contractor's staff unable to repair it at site, the contractor shall get it repaired/serviced from outside & make it functional within max. 48 hours.

(I) Fire Alarm System.

- 1) Acknowledgement of alarms in Fire alarm panel and intimating the same to engineer in-charge.

(J) Fire Fighting System.

- 1) Weekly testing of all the motors and generator, also checking the water flow through fire hydrants.
- 2) To arrange specialized personals other than regular maintenance staff for dismantling, reinstallation of faulty fire fighting pumps including transport, loading, unloading. However repair work will be under scope of NCPOR.

(K) Flood Lights and Height Work.

- 1) Contractor has to arrange specialized personals other than regular maintenance staff for all the works at height like maintenance/repair work of flood lights, auditorium hall lights on it false ceiling.
- 2) Providing necessary safety equipments and safety measures shall be contractors responsibility

(L) Additional Electrical Installations.

During the contract period if there is increase of any additional Electrical Installations, the contractor has to maintain the same in the same contract cost.

(M) 185 kW and 85 kW Solar Power plant

- 1) Taking manual reading of the solar energy generation from all the respective meters installed at various locations in the campus & to inform the Engineer in-Charge if any defects are observed.

The Solar power plant is grid connected and is likely to enhance its capacity in the upcoming years

- 2) Monitor/supervise the regular cleaning of solar Panels during its maintenance by the concerned solar agency.

(N) Centralized VRF system in the Ice core lab extension and Polar lab building

- 1) Operation of the system as per official need and intimating the engineer - in- charge of any defect observed in the system. The repair of the defects would be undertaken by NCPOR at their own cost.

8. Buyer Added Bid Specific Scope Of Work(SOW)

File Attachment [Click here to view the file.](#)

9. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

10. Service & Support

AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

11. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

QUALIFICATION, DUTIES AND RESPONSIBILITIES of Contractor & his staff.

A) Contractor:

Qualification:

- A. Valid Class-1 Electrical Contractor's License of at least 11kV on his name, issued by a Competent Licensing Authority of Electricity Department of Government of any State/UT.
- B. Executed at least one single Annual Maintenance Contract (AMC) in electrical work amounting not less than Rs. 60 lakh per annum Or two AMC in electrical work amounting not less than Rs. 50 lakh per annum Or three AMC in electrical work amounting not less than Rs. 40 lakh per annum, of any Govt/PSU/reputed organization, company during last seven years ending March 2023.
- C. The Contractor should have his office in Goa.
- D. Registration of EPF
- E. Registration of ESI
- F. GST Registration
- G. PAN number

Duties & Responsibilities:

- a. Visit the site at least once in a week.
- b. Compulsory presence of contractor on the days of important meetings, functions at NCPOR & as & when informed by the Estate In-charge.
- c. Weekly verification, sign & submission of registers.
- d. Providing all essential tools, equipments, consumables, etc. to his staff for day to day maintenance & emergency.
- e. Providing all safety equipments, material & uniform to his all staff.
- f. Provide necessary training to his staff on quality, safety & technology.
- g. If any staff is on leave/absent for more than 24 hours, the contractor should provide immediate replacement with equally qualified & experienced person
- h. The Contractor has to arrange repairs, maintenance, fittings of fixtures etc. for the installations in the campus of all heights & depths.
- i. To arrange transport, loading, unloading of diesel for generators.
- j. To arrange specialized personals other than regular maintenance staff for dismantling, reinstallation of faulty pump motors of overhead tank, fire fighting, bore well etc including transportation, loading, unloading for the same.
- k. To arrange specialized personals other than regular maintenance staff for rectifying any major breakdown in HT/LT line, HT/LT breakers, DP structure, distribution panel etc.
- l. To arrange duties of his staff. All staff should work in 8 hrs. shift in three shifts. every staff should get one weekly off & leaves, holidays as per the rule.
- m. **Payment to staff: The Contractor shall make payment to his staff as per the prescribed rates of Minimum Wages Act of Govt. of India for Area B (Goa) or above. The Helper is to be considered as Semi Skilled, Junior Technician is to be considered as Skilled, Senior Technician to be considered as Highly Skilled worker. The Supervisor should be paid above Highly Skilled worker.**

orker at par with the corporate salary structure.

- **Pl refer Order No./F.No.1/16(3)/2022-LS-II Government of India, Ministry of Labour & Employment, Office of the Chief Labour Commissioner (C) dated 28/09/2022 for Industrial Workers - B- Area and consequent orders issued). Bidder should strictly follow the above orders for fixing/quoting wages for his staff along with the current orders of the Government of India regarding EPF, ESI, Bonus, Public Holidays etc.**
- Salary of all staff should be directly deposited to their bank a/c after deduction of ESI, EPF, & other perks. Bank a/c statement of the previous month of all staff should be enclosed with the monthly bill for payment.
- The Contractor need to obtain & provide **Labour Contract Licence from the Government of India, Office of the Licensing Officer in Form VI (Under Rule 25(1) of the Contract Labour (Regulation & Abolition) Central Rule, 1971)**
- The Contractor shall be liable for strict action if it is observed that payment made to his staff is less than the prescribed rates.

Pl. Note : The existing minimum wages notification of Govt. of India was issued on 28/09/2022 however, the Contractor will have to follow the new rates as per the new orders as & when published. Therefore, bidders should consider probable hike in min. wages & periodic increase of VDA while quoting rates.

B) Supervisor:

Qualification:

- (i) Should have minimum qualification of Diploma in Electrical/Electronics Engineering, Three Years regular course from Govt. recognized Institution after passing X std.
- (ii) **Should possess valid Electrical Supervisory License issued by Electrical Department of any State Govt/UT of at least 11 KV.**
- (iii) Should have relevant work experience of minimum Seven years

Duties & Responsibilities: The Supervisor should be able to :

- a. Understand & manage total incoming electrical supply & distribution system, DG panels & DG power supply system of 750 KVA & 320 KVA DG etc.
- b. Able to operate/manage Electrical Substation which includes HT/LT panels, VCB, ACB, power bank, DG power panels, AC-DC synchronization panels etc.
- c. Maintain transformer, tap changing, step up/down power regulation.
- d. Understand & address external & internal power break down issues quickly.
- e. Tackle three phase/single phase power distribution to various laboratories & its highly sophisticated scientific instruments.
- f. Aware of Solar Energy generation system, solar panels & energy meters etc.

- g. Observe, maintain critical power points such as cold room for continuous power supply without fail.
- h. Manage illumination in the entire office, office campus, streets, pathways etc. during day & night.
- i. Manage water distribution system, arrange servicing/repair of motors, arrange water tankers if required.
- j. Identify required electrical items/fixtures & assist Electrical Engineer to maintain stock of essential electrical items.
- k. Operate computer & have basic knowledge of MS Words/Excel.
- l. Provide input for the Civil or Electrical works/projects as & when required.
- m. Get the work done from the deployed staff of the contractor to the satisfaction of the Electrical Engineer / Estate In-Charge.
- n. Do strict supervision on all his staff of all shifts, maintain discipline & keep records.
- o. Follow instructions of Electrical Engineer, report to him.
- p. Work in co-ordination with the HVAC Supervisor & provide required help.
- q. Communicate, liaison with the staff of Electricity Dept./PWD, Govt. of Goa for issues like power failure, works, billing etc.

C) Senior Electrician:

Qualification:

- (i) Should have minimum qualification of ITI Electrician trade of any Government recognized Industrial Training Institute.
- (ii) Should possess valid Wireman Licence issued by Electrical Department of any State Govt/UT**
- (iii) Should have relevant work experience of minimum Five years

Duties & Responsibilities: Senior Electrician should:

- a. Be able to Understand power distribution system, HT, LT panel operation & maintenance.
- b. Be able to Operate DG power system
- c. Attend complaints, understand the problem, rectify, report.
- d. Assist the Supervisor in work.
- e. Be able to take all meter readings like water meter, electricity meter, DG, Transformer, Solar power meter etc.
- f. Make a compulsory round every day to the office campus to check fittings of pathway lights, street lights, flood lights etc & report.

D) Junior Electrician:

Qualification :

- (i) Should have minimum qualification of ITI Electrician trade of any Government recognized Industrial Training Institute.
- (ii) Should have relevant work experience of minimum Three years

Duties & Responsibilities: Junior Electrician should be able to,

- a. Attend complaints, understand the issues, rectify with the help of Sr. Electrician, report.
- b. Do servicing of fans, electrical equipments, water coolers.
- c. Maintain UPS batteries, check voltage, record.
- d. Understand all safety signs, maintain safety, security & cleanliness in Electrical Substation
- e. Arrange, maintain ladders & other operation tools.
- f. He should assist the Supervisor /Senior Electrician in work.
- g. Assist Estate Office in day to day work.

E) Electrical Assistant:

Qualification :

- (i) Should be minimum 10th Passed, healthy & fit to do material handling work.
- (ii) Min. experience of one year of working in office/factory/workshop.
- (iii) Basic knowledge of Electrical work, office etiquettes.

Duties & Responsibilities:

- a. Cleaning of electrical equipments, machines, tools, signage's etc.
- b. Handling, carrying ladders, electrical stores material etc.
- c. To assist Electrical technicians in their work.
- d. To assist Estate Office in day to day work.

General duties of Supervisor & Technicians :

- a. At the end of the shift, log register should be maintained to write the jobs /work done and also the pending work so that subsequent shift technician can complete the jobs.
- b. All staff should be able operate power switch over from AC to DC in case of power failure.
- c. At least one person should be compulsory present in the sub-station for all the time.
- d. Strict duty timings should be followed. No staff should leave his duty unless his reliever reports to duty. No staff shall leave office between duty hours without permission of Estate Electrical Engineer.
- e. All staff will work in three shifts on rotation basis as per the shift schedule fixed by Supervisor/Electrical Engineer.

The Contractor/Supervisor needs to maintain following Registers:

1. Complaints register.
2. Daily work register.
3. AC Package unit log book.
4. Daily Shift Log Register.
5. D.G. Engine maintenance register.
6. D.G. Sets Alternator maintenance log book

7. U.P.S. maintenance log book (each).
8. Attendance register.
9. HT/LT and Power factor reading register.
10. Any other register/log book if required as informed by Estate In charge

TERMS AND CONDITIONS OF CONTRACT

1. The Contractor is responsible to provide qualified and well experienced personnel as detailed in **Qualification, Duties and Responsibilities of Contractor & his staff.** All persons should be healthy, physically & mentally fit, of good character & none of them should have any criminal background or registered any police case against them. The contractor to provide Background Check Report (BG) at own cost for the records.

The Contractor will have to submit details of all deployed personnel with a brief resume of their qualification, age, experience etc. within a week from the date of award of work.

2. All staff will work in rotation shifts. Each shift will be of 8 hrs & shift timings will be fixed by the Estate Section. Weekly off should be provided to each staff.

3. The Contractor should execute operation and maintenance services only through the qualified manpower as described in the tender document.

4. The Contractor and his staff shall strictly follow the Standard Industrial Safety & Security Norms.

5. Full time daily supervision by the Supervisor at site is compulsory.

6. Liaisoning with Electricity Department, for arranging shutdown of HT/LT lines for any maintenance work will be the responsibility of the Contractor.

7. Service / Maintenance Report should be maintained in each case and should be submitted duly countersigned by the Supervisor & Estate Engineer while submission of monthly bill.

8. The Contractor, within a week from the award of contract will have to arrange the following,

(i) Tools & equipment's : Multi meter, Megger, Ammeter, Galvanometer and Earth tester, Drill machine, Drill bits of assorted sizes, Air blower, Vacuum Cleaner, Crimping tool size 0.5 mm. to 300sq mm, Screw drivers, Spanners set, Cutting pliers set, Wire stripper, Hammer, Pipe range, Hack-saw, Soldering irons, Battery Torch & any other tools required for maintenance/repair job and should be available at site till completion of the contract period.

(ii) Safety gadgets : Shock resistant Hand Gloves (HT), Safety belts, Safety shoes, Raincoats, umbrellas, Rubber matting, etc.

(iii) Consumables : HT fuse wire for 11KV DP Structure, For all earthing pits - Charcoal & Rock salt for earthing pits, Petroleum jelly, Grease, Dust cloths, WD-40 Antirust sol., Soldering material, Hacksaw blades, Emery papers, Battery Cells (big size) etc.

(iv) Uniform : Uniform of pre-approved colour & quality of cotton/terry-cotton cloth (02nos. per worker per year), S

safety shoes (01 pair per worker per year)

(v) Computer – The Contractor has to arrange 01 no. of desktop computer & a deskjet printer for his Supervisor/Staff.

(vi) First Aid – Standard First Aid Box with necessary material.

9. The Contractor needs to manage sufficient stock of diesel for generators for all times. He has to arrange barrels for diesel & vehicle to bring diesel from the designated petrol pump in Vasco. Transportation, loading-unloading & safe keeping of diesel barrels is a responsibility of the Contractor.

10. Periodical cleaning, testing & routine maintenance of electrical systems should be done as recommended by manufacturers, and as directed by Electrical Engineer.

11. The Contractor shall ensure and display the monthly duty chart / Shift roster provided. In case of any staff on leave for more than four days, the Contractor should provide replacement staff of the same qualification & experience.

12. The Contractor shall provide all safety gadgets like shock resistant Hand Gloves, Safety shoes, Raincoats, Helmets, Torches etc. to the each staff, appointed by him during Operation and Maintenance work at site.

13. Safety & Security of the Contractor's staff shall be sole responsibility of the Contractor. In case of any accident occurs due to any reasons during duty hours in NCPOR campus, NCPOR will not be responsible in any way for it. No extra payments shall be made to the Contractor and No claim what so ever nature will be given or paid on this account and **Contractor is fully responsible for such eventualities and he should indemnify NCPOR from such happening.**

14. The Contractor shall be responsible to maintain records and furnish data about mandatory tests i.e. insulation and earth tests of all the installation as per Indian Electricity rules & IS specifications.

15. The Contractor's staff shall dispose the electrical waste like fused bulbs, tubes, burnt cables, parts etc. at the proper place.

16. It shall be the responsibility of contractor to maintain and hand over back all the installations covered under the scope of service after completion of the contract period in good working condition.

17. The Contractor shall be responsible for the equipments, materials handed over to him, and in case of its damage or missing, the same shall be repaired or replaced him at his cost.

18. Any damage done to the existing installation, equipment or to the building particularly due to negligence shall be entire responsibility of Contractor to repair, rectify or replace the same at his own cost.

19. Contractor shall be fully responsible for releasing payment to service providers/work force engaged by him as per provision of the Minimum Wages Act and also shall be responsible for complying with the Labour Regulations in vogue regarding the Maintenance of attendance and other registers etc. **The Contractor in addition to the above is also fully responsible for complying with the EPF and ESI Act in respect of his staff members.** The Contractor has to submit the proof of monthly deposition.

20. The service providers deployed at site of services to be carried out shall be trained and qualified as per the Indian Electricity (IE) standards and should be able to behave properly with the NCPOR's officials. In case of complaint about any misbehavior & or for improper working of any of the staff of the Contractor is received or noticed, he should be replaced by the Contractor immediately failing which it shall be presumed that no such service provider is deployed and accordingly the corresponding charges will be deducted from the bill.

21. Any person other than the appointed staff of the Contractor shall need prior permission before entering NCPOR campus.

22. The Contractor shall be fully responsible for any theft, pilferage, riot, strike by him or his staff or if any other civil/criminal case arise due to him or his staff during the contract period and he should indemnify NCPOR from such implication / eventualities / happenings.

23. NCPOR reserves the right to alter, modify scope of the contract & increase or decrease the Contractor's manpower by any number & payment shall be made on pro-rata basis for the actual number of manpower appointed.

24. SAFETY: Contractor shall be fully responsible for any injury (whether fatal or otherwise) or death of his manpower during work at NCPOR, for any loss or damage to property or for any other loss, damage, costs and expenses whatsoever caused during visits to the site for the purpose of maintenance and to be liable to indemnify the NCPOR against any claim that may arise for any damage or loss to NCPOR property or injury caused by the Contractor & his manpower.

25. STATUTORY VARIATION: Any statutory increase or decrease in the taxes and duties subsequent to bidder's offer & during the contract period will be to the NCPOR account subject to the claim being supported by documentary evidence. And in case of any decrease in taxes and duties, the advantage will have to be passed on to the NCPOR.

26. RENEWAL/TERMINATION OF THE CONTRACT

- a. The Contract period is Twelve Months extendable on yearly basis for a further period of Two Years with the same rate & same terms & conditions of the agreement based on the satisfactory performance assessed by NCPOR.
- b. The work performance of the contractors & individuals service providers will be assessed periodically and if the same is found unsatisfactory the contractor should immediately replace the service provider / work force.
- c. If the Contractor is found to be not performing satisfactorily during the course of the Contract period, or refuses to do any part of the work or becomes bankrupt or knowingly submits a false statement then NCPOR may terminate the contract at any stage after giving due notice. If the Contract is terminated for any reason, Security Deposit will be forfeited.

27. AGREEMENT: A formal Agreement of Contract will be made between the Buyer and the successful bidder within a week from the date of award of contract. If the successful bidder fails to make an Agreement of Contract within two weeks from the date of Work Order, the awarded work will be cancelled & EMD will be forfeited.

28. RIGHT TO CANCEL TENDER/WORK ORDER: In case of strike, accident, Act of God or any other unforeseen conditions causing stoppage of work, NCPOR reserves the right to cancel and/ or modify the tender / work order without any liability for any compensation and / claim or any description.

29. FORCE MAJEURE : If any time, during the continuance of this contract, the performance in whole or in part by either party under obligation as per this contract is prevented or delayed by reasons of any war or hostility, act of the public enemy, civil commotion, sabotage, fire, flood, explosion, epidemic, quarantine restrictions, strike, lockout or acts of God (hereinafter referred to "eventuality"), provided notice of happening of any such eventuality is given by either party to the other within 21 days of the date of occurrence thereof, neither party shall be reason of such an "eventuality" be entitled to terminate this contract nor shall either party have

any claim or damages against the other in respect of such non-performance or delay in performance and deliveries under the contract. The contract shall be resumed as soon as practicable after such "eventuality" has come to an end or ceased to exist. In case of any dispute, the decision of Director, NCPOR, shall be final and conclusive, provided further that if the performance in whole or part of any obligation under this contract is prevented or delayed by reason of any such eventuality for a period exceeding 60 days, either party may at its option, terminate the contract. Provided also that if the contract is terminated under this clause the Employer shall be at liberty to take over from the Contractor at a price to be fixed by the Employer, which shall be final, all unused, undamaged and acceptable materials, bought out components and other stores in the course of manufacture which may be in the possession of the Contractor at the time of such termination, or such portion thereof as the Employer may deem fit except such material, as the Contractor may, with the concurrence of the Employer, elect to retain.

30. SETTLEMENT OF DISPUTES/ARBITRATION: The decision of the Director, NCPOR shall be final and binding for any dispute whatsoever. All questions, disputes or differences whatsoever which may at any time arise between the parties to this agreement touching the agreement or subject matter thereof, arising out of or in relation thereto shall be referred to the decision of the Sole Arbitrator, appointed by the Director of NCPOR and the decision of the said Arbitrator shall be final and binding upon the parties.

31. JURISDICTION: All questions, disputes or differences arising under out of or in connection with the Tender / Contract if concluded shall be subject to the exclusive jurisdiction of the court under whose jurisdiction the place from which the tender / Acceptance of tender is issued, is situated i.e. Goa.

12. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

13. Service & Support

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

14. Service & Support

The Service Provider is required to have at least 40 % of the required manpower on service provider's payroll for at least one year. Necessary documents relating to such manpower will be uploaded by the bidder for verification of the buyer. Such manpower will be part of total manpower to be provided by the Service Provider in case he gets the contract against this bid.

15. Past Project Experience

Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

16. Buyer Added Bid Specific SLA

Text Clause(s)

1. The Bid Eligibility criteria:-

- A. Valid Class-1 Electrical Contractor's License of at least 11kV on his name, issued by a Competent Licensing Authority of Electricity Department of Government of any State/UT.
- B. Executed at least one single Annual Maintenance Contract (AMC) in electrical work amounting not less than R

s. 60 lakh per annum Or two AMC in electrical work amounting not less than Rs. 50 lakh per annum Or three AMC in electrical work amounting not less than Rs.40 lakh per annum, of any Govt/PSU/reputed organization, company during last seven years ending March 2023.

C. The Contractor should have a functional office in Goa. Appropriate documentary proof to be submitted in line with the same i.e. electricity bill or rental agreement or water connection bill etc.

D. Registration of EPF

E. Registration of ESI

F. GST Registration

G. PAN Number

H. Valid license under the Contract Labour (R&A) Act 1970 and the Contract Labour (Regulation & Abolition) Central Rules 1971 before the commencement of work and continue to have valid license during the currency of the contract. The contractor to follow,

a) Contract Labour (Regulation and Abolition) Act 1970

b) Payment of Wages Act 1956

c) Employment of Children's Act 1923

d) Minimum Wages Act

e) Employee Provident Fund Act 1952 and scheme made under said Act.

f) Obtain required licenses/clearances etc. from Assistant Labour Commissioner, Municipality and other local agencies/bodies at his own cost, wherever necessary. And any other existing laws in this regards.

2) The Supplier needs to provide Services as per Buyer Added Specific Scope of Work (SOW), Scope of work and Buyer added bid Specific ATC (text) clauses.

3) The Supplier needs to provide details to Buyer uploaded Specific ATC document.

4) The Supplier needs to provide compliance to Buyer Added bid Specific SLA.

4) The penalty and fines shall be as per GeM T&C and SLA.

17. **Buyer Added Bid Specific SLA**

File Attachment [Click here to view the file.](#)

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. Any clause(s) incorporated by the Buyer regarding following shall be treated as null and void and would not be considered as part of bid:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.

4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process.
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---