

राष्ट्रीय पादप जीनोम अनुसंधान संस्थान
National Institute of Plant Genome Research
Aruna Asaf Ali Marg, Near ICSSR, JNU Campus, New Delhi - 110067
Phone: 26735161 Fax: 26741658

File NO.6/111/Service & Maintenance/H.T./NIPGR/Engg.

Dated: 09.06.2014

NOTICE INVITING QUOTATIONS

Sealed item rate quotations are invited on behalf of the Director, NIPGR, New Delhi, from approved & eligible contractors in respect of the following work, so as to reach his office on or before 24.06.2014 up to 3.00 P.M. The quotation shall be opened on the same day at 3.30 P.M. in presence of the intending quotationer.

SUB.: On demand service and breakdown maintenance of High Tension (H.T.) system at NIPGR Campus, New Delhi during the year 2014-2015

1. Main Substation
2. Plant Growth Facility Substation

Sl. No.	Description	Qty.	UNIT	Rate (in Rs.)	Amount (in Rs.)
	As per enclosed Schedule of Quantity and Terms & Conditions				

Encl.: 1. Schedule of quantity.
2. Terms & conditions.

सलाहकार अभियंता

M/s _____

Seal & Signature of Contractor

Schedule of Quantity

SUB.: On demand service and breakdown maintenance of High Tension (H.T.) system at NIPGR Campus, New Delhi during the year 2014-2015

1. Main Substation
2. Plant Growth Facility Substation

Sl. No.	Description	Qty.	Unit	Rate (Rs.)	Amount (Rs.)
	One time service and Emergency breakdown maintenance for the year 2014-2015				
VCB's					
1.	11 KV VCB 800 Amp. – ABB make	04	Each		
2.	11 KV VCB 400 Amp. – CGL make	03	Each		
TRANSFORMER –					
3.	1500 KVA Transformer with complete system (OLTC)-VOLTAMP Make	02	Each		
4.	750 KVA Transformer with complete system (OLTC)-VOLTAMP Make	02	Each		
5.	Dehydration of transformers oil	6650	Per Ltr.		
6.	New Transformer oil for top Up in all Transformer Make-Apar/ Power Link / Savita	1 Drum/ 209 Ltr.	Per Ltr.		
Total Amount					
[Amount in Words:]					

Breakdown Visit Charges of Service Engineer (IF AND WHEN REQUIRED) for the year 2014-15					
Sl. No.	Description	Qty.	Unit	Rate (Rs.)	Amount (Rs.)
1	For VCB Breakdown	01	Per Visit		
2	For Transformer Breakdown	01	Per Visit		

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Scope of the Work

The cost of service covers following activities in respect as described below.

A. Vacuum Circuit Breaker (VCB) panel (Service once in a year)

1. Check the VCB for its general performance.
2. Terminations of all the equipments shall be checked for any abnormal temperature rise.
3. Check operation of vacuum interpreter & its operation.
4. Checking the healthiness of current transformer and potential transformers.
5. Checking condition and alignment of figure contacts with cradle terminals.
6. Checking proper closing of all poles together.
7. Checking of relays by secondary injection for O/L, S/C and E/F.
8. Checking and of all tripping by primary injection.
9. Checking of tripping of VCB through over current & earth fault relays.
10. Checking of spring charging motor operation.
11. Testing of aux and master trip relay circuit.
12. Megger testing of VCB.
13. Hi Pot testing of VCB.
14. Checking the tripping of VCB by OTI & WTI relays.
15. Checking the operation of OTI & WTI alarm and trip circuit.
16. Checking and testing of shunt opening & closing.
17. Checking and testing of VCB on test position.
18. Tightening of nuts & screw in the factory and correct tightening.
19. Checking the lubrication of the roller bearing of the main lever of the actuator.
20. Cleaning of insulating surfaces and conductive parts.
21. Checking of operation of the interlocks.

B. Transformer (Service once in a year)

22. Check the transformer for its general performance.
23. Tightness of supporting bar and all hardware / tightness of H.T. & L.T. side cables.
24. Checking of breather (silica gel, oil seal).
25. Visual inspection of core assembly.
26. Checking and cleaning tap changer assembly.
27. Testing of IR value of transformer.
28. Cleaning of complete transformer.
29. Checking of tripping of H.T. breaker through transformer relays.
30. Testing of turn ratio.
31. Testing of PI value of transformers.
32. Dehydration of transformer oil (Main & Tap-Changers tanks) and checking of BDV of transformers oil (Main tanks & Tap-Changers) before and after dehydration of transformer oil and submit the BDV report of all transformers as well.

Consumables and Repairing

- All the consumable materials viz. CRC, cleaning cloth, zero grade emery paper shall be arranged by the agency. The spare parts, product or accessories required at the time of service and emergency breakdown shall be provided by the institution.
- Any other defect observed during service & emergency breakdown, which will affect the performance of switchgear, shall be recorded by the agency and the agency shall give a copy of the same to the Institute for records and defects will be removed on chargeable basis.
- In case of any faulty part taken out of any equipment and replaced, the same shall be handed over to the Institute.
- All tools, instruments, etc. shall be brought by executing agency.
- The service personnel shall attend the emergency complaint within 4 hours subject to modification & other constraints. The agency shall submit a list of spares required for service and breakdown maintenance in order to have minimum down time.

TERMS & CONDITIONS

SUB.: On demand service and breakdown maintenance of High Tension (H.T.) system at NIPGR Campus, New Delhi during the year 2014-2015

1. Main Substation
2. Plant Growth Facility Substation

1. The site of the work is at NIPGR Campus, Aruna Asaf Ali Marg, New Delhi-110067
2. The quotationer must visit the site before quoting the rates and make him acquainted with the equipments at site. The Institute shall entertain no extra claim later on.
3. The rates are inclusive of Transportation/travelling, lodging/boarding, loading, unloading & handling and nothing extra will be paid.
4. The rates shall be inclusive of VAT, Octroi, etc., and nothing extra will be paid. **The Institute is exempted from payment of Service Tax. The quotationer quotes the item rate excluding Service Tax.**
5. The payment shall be made after completion of work; no advance payments will be made.
6. The work must be completed within **30 days** after the date of issue of work order. In case the work is not completed within stipulated period, a compensation Rs.1000.00 (Rs. One thousand only) per day subject to maximum of 10% of the work order amount shall be levied.
7. A quotation must be accompanied with EMD amounting to Rs. 3600.00 (Rs. Thirty Six Thousand Only). The EMD shall be in the form of demand draft of scheduled banks, drawn in favor of **"Director, NIPGR New Delhi"**. The EMD should be enclosed in separate envelope duly marked EMD, which shall be open first. **Without EMD, quotation will not be accepted.**
8. All papers attached with this quotation should be signed & returned in original.
9. The agency must have experience in the field of service of High Tension VCBs & Transformers. The agency shall submit copies of completion along with the quotation.
10. **Security Deposit @ 10%** will be deducted from the bill, the EMD shall however be adjusted against the Security Deposit.
11. Security Deposit will be refunded after the completion of defect liability period of **6 months** w.e.f. actual completion date.
12. The agency shall make own arrangement for the security of the material at the site.
13. The agency must get the prior approval of the material from the Engineer-In-Charge.
14. The agency's office establishment should be based in NCR/Delhi.
15. The agency shall have to arrange his own tools & plants, skilled & non-skilled manpower, lifting arrangement, testing apparatus etc. required for execution of work and nothing extra will be paid.
16. Agency shall inform to the Institute in advance for taking over the site.
17. Any other defects observed during execution of work, which will affect the performance of System will be rectified on extra chargeable basis.

18. A detailed report after execution of work shall be submitted.
19. The below standard work shall be redone and nothing extra will be paid.
20. In case of any faulty part taken out of any equipment and replaced, the same shall be handed over to the Institute.
21. On demand service & breakdown maintenance of high tension system comprises of all activities as depicted in scope of work.
22. The service of the equipments (VCB, T/F) shall be carried out one by one. The service of two VCB or Two transformers shall not be carried out simultaneously.
23. Services shall be carried out on Saturdays, Sundays & Holidays during the prescribed period. However one week prior notice shall be given of our planned shutdown to carry out the service activities.
24. All the consumable materials viz. CRC, cleaning cloth, zero grade emery paper shall be arranged by the agency. The spare parts, product or accessories required at the time of service and emergency breakdown shall be provided by the institution.
25. The service personnel shall attend the emergency complaint within 4 hours subject to modification & other constraints. The agency shall submit a list of spares required for service and breakdown maintenance in order to have minimum down time.
26. The Institute reserves the right to reject/accept any or all quotation without assigning any reason.
27. The Institute also reserves the right to reduce/ increase the scope of work to a maximum of 50%.
28. In case of any dispute, the decision of the Institute shall be final & binding on the agency.
29. The above work shall be executed by the trained manpower under the supervision of agency's engineer.
30. Any work not carried out as per instruction of the Engineer-in-Charge shall be dismantled and reconstructed by the agency and nothing extra shall be paid.
31. Any damage to the existing installations during the execution of work will be the responsibility of the agency and will be made good to the satisfaction of the Engineer-in-charge and nothing extra will be paid. In case the site clearance and damages are not attended, a recovery amounting to Rs.5000/- shall be made.
32. Any kind of accident / electrocution caused due to negligence or during the course of normal work etc. shall be responsibility of the agency and nothing extra will be paid.
33. All safety precautions shall be taken so as to avoid any accident or inconvenience to the members of staff. The agency shall coordinate the work with the Institute's timing schedule.
34. A copy of the TIN & PAN No. issued by the concerned authority must be enclosed with the quotation.

सलाहकार अभियंता

Seal & Signature of Contractor