



KAMARAJAR PORT LIMITED
(A Mini Ratna Government of India Undertaking)
Vallur (Post), Chennai – 600 120.

Quotation No. KPL/OP/ELE/QTN 02/2017

QUOTATION

for

**“COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT FOR
MAINTAINING THE UNINTERRUPTED POWER SUPPLY (UPS) AT
KAMARAJAR PORT”**

Due date of Submission: 1500 Hrs on 04/08/2017

Date & Time of Opening: 1530 Hrs on 04/08/2017

Quotation for “Comprehensive Annual Maintenance Contract for maintaining the Uninterrupted Power Supply (UPS) at Kamarajar Port”.

Information to the bidders

<u>SL.NO</u>	<u>DETAILS</u>	<u>DESCRIPTION</u>
1	Name of Work	Quotation for the work of “Comprehensive Annual Maintenance Contract for maintaining the Uninterrupted Power Supply (UPS) at Kamarajar Port and Trade Facilitation Centre” at an estimated cost of Rs. 90,700/-
2	Last Date of Submission of Quotation	On or Before 15 00 hrs on 04/08/2017
3	Place of Submission of Quotation	THE DEPUTY GENERAL MANAGER(C), Kamarajar Port Limited, Vallur (Post), Chennai-600120.
4	Date of Opening	04.08.2017 at 15 30 hrs
5	Earnest Money Deposit	Rs. 1,850/-

Quotation for “Comprehensive Annual Maintenance Contract for maintaining the Uninterrupted Power Supply (UPS) at Kamarajar Port”

QUOTATION NO: KPL/OP/ELE/QTN 02/2017

General

Invited open quotation for the work of “comprehensive annual maintenance contract for maintaining the UPS at Kamarajar port ” from the experienced contractors for award of comprehensive Annual Maintenance Contract for maintenance and repair of UPS of various ratings installed in the Kamarajar port for a period of one year.

Eligibility criteria :

The firm having experience in the field of Annual Maintenance Contract for maintaining the Uninterrupted Power Supply (UPS) in State/Central Government, State/Central Government undertakings / Public limited companies / Private Limited companies/Institutions/Hospitals/Commercial buildings /Commercial complex etc. are to be eligible to participate in the quotation. Enclose the proof of work order copy and work experience certificate of the work done. Otherwise the quotation shall be summarily rejected and the same will not be taken for further evaluation.

Validity

The quotation shall be valid for a period of **120 Days** from the last date for submission of the quotation.

Earnest Money Deposit (EMD)

The Quotation should be accompanied by Earnest Money Deposit (EMD) for a sum of **Rs. 1,850/-** in the form of Demand Draft drawn in favor of “**KAMARAJAR PORT LIMITED**” from any nationalized/scheduled bank payable at Chennai. Any quotation received without EMD will be summarily rejected. The EMD of the unsuccessful Bidders will be refunded after the issuing of work order to the successful bidder and the EMD of the successful Bidder will be refunded after submission of security deposit by the successful bidder. No interest will be allowed on the EMD amount from the date of its receipt until its refund.

The firms registered with NSIC/MSME are exempted from payment of EMD.

Submission of quotation

The quotation shall be submitted in a sealed cover and addressed to **The Deputy General Manager (C), Kamarajar Port Limited, Vallur (Post), Chennai-600 120** indicating the name of work on or before 15 00 Hrs on 04/08/2017 as per the following.

- i. Schedule “A” consists of detailed specification of materials, Instruction to Bidders and payment Terms.
- ii. Bill of Quantities (Schedule of quantities) as per schedule “B”.
- iii. Schedule “C” consists of General Conditions.

Opening date

The quotation will be opened on **04/08/2017 at 1530 hours at the above address.**

Clarification / Information

Any clarification / Information can be obtained from Assistant Manager (Electrical) at the Port Office/ Ph: No. 044-27950030 extn – 336.

Deputy General Manager (C)

KAMARAJAR PORT LIMITED

Quotation for "Comprehensive Annual Maintenance Contract for maintaining the Uninterrupted Power Supply (UPS) at Kamarajar Port".

SCHEDULE – “A”**Scope of the work:**

The scope of the work for “Comprehensive annual maintenance contract for maintaining the UPS at Kamarajar Port is as follows.

- Monthly visit by qualified Service engineers on-site for preventive checks and maintenance service mentioned hereunder for all UPS given in Bill of Quantities.
- Preventive and proactive Maintenance of UPS, including monthly cleaning of parts / covers with appropriate non-corrosive cleaner and periodical testing of less used / idle / standby UPS's for its functional condition at the locations given in specification of material.
- Call management services for day-to-day complaints.
- UPS management services.

Maintenance Service/UPS management services:

- Support for all types of listed UPS installed in the premises including guiding the staff for proper upkeep of UPS.
- Maintenance of all related UPS including replacement of defective boards/circuits and connectors.

Call Management services:

- Providing a single point contact for escalation.
- Problem escalation in case of service levels not adhered.
- Identification and resolution of chronic faults and problems.
- Monthly analysis of calls received and resolved.

Other Terms and Conditions:

- The Annual Maintenance Contract includes preventive as well as corrective maintenance of all components of all the UPS under comprehensive AMC.
- The firm shall depute well-qualified and experienced service engineer, any day during working hours and at best within 24 hours after complaint for attending to the same. Further Service Engineer should visit on routine basis at least once in a month for preventive maintenance. Besides, the agency shall provide any other expert Engineer from time to time as may be required in case the later are not able to intervene and solve some complaints within next one day.
- AMC shall cover each and every part including plastics body and parts, replacement of any parts necessary for keeping the computer systems active and free from any defects/disturbance; any unscheduled call for corrective and/or preventive maintenance services; taking appropriate measures/steps in time set right the malfunctioning of the systems. The replacement of all spares including plastic parts and body is included in AMC except Battery, which will be provided on cost/ or arranged by KPL on the advice of the service engineer, when worn out. The replacement of all defective part with good quality and OEM branded parts will be done by the service provider without any extra charges. Used/repaired parts of any other brands from any other source are not acceptable. Power cables, port, chords etc are also covered under AMC.
- In case of need to replace any item/ component, the agency shall provide original make genuine parts/components of similar or higher configurations.
- The firm shall produce the cash Memo's/ certificate/ Document in proof of providing genuine components to replace the faulty ones on demand.
- This Comprehensive Annual Maintenance Contract includes the cost of replacement , rectification repair and servicing of all items.

In case of need to replace any item/ component, the agency shall provide original make genuine parts/components of similar or higher configurations. If original make is not available, the equivalent make with the approval KPL shall be provided.

Instruction to Bidders: -

- a) The bidders shall quote his rate for each item of work in the schedule of Quantities (Bill of Quantities) and also fill up the amount column without any omission and duly sign each page of the quotation.
- b) The completed quotation shall be submitted a sealed envelope super-scribed Quotation for “Comprehensive Annual Maintenance contract for maintaining the UPS at Ennore port” The sealed cover should be addressed to **“The Deputy General Manager (C), Kamarajar Port Limited, Vallur Post, Chennai-600 120”**. All communications to be addressed to the above address only.
- d) The completed quotation shall be submitted on or before 04.08.2017 at 15 00 hours” and the quotation will be opened at 15 30 hrs on the same day.
- e) The validity of the rate quoted is 120 days from the date of opening.
- f) The rate will be for the period of one year without any escalation. The firm will have to handover all equipments in working condition on the last day of contract to KPL and will obtain a certificate from the KPL that the equipment installed in their section is working in good condition.
- g) Entry into port is based on prior permission and passes shall be obtained on payment of required entry fees.
- h) **The rates quoted by the Contractor shall be deemed to be basic unit rate plus applicable GST that the Contractor will have to pay for the performance of this Contract. The GST will be reimbursed by KPL on production of remittance only on the 25th day of subsequent month provided ITC will be reflected in KPL’s GST portal. The Employer will perform such duties in regard to the deduction of such taxes at source as per applicable law. Any new taxes, levies, duties imposed after signing the contract shall be reimbursed by the employer on production of documentary evidence.**

For further details Assistant Manager (Electrical) may be contacted during office hours or over phone No. 044 -27950030, extn - 336

Mode of Payment.

- The service charges will be released by KPL every six months after satisfactory completion of that period on submission of GST invoice.

Period of contract

- The total period of contract shall be one year from the date mentioned in work order.

Signature of the contractor with seal

KAMARAJAR PORT LIMITED

Quotation for “Comprehensive Annual Maintenance Contract for maintaining the Uninterrupted Power Supply (UPS) at Kamarajar Port”

SCHEDULE – “B”**Schedule of Quantities and Rates**

Sl.No	Comprehensive Annual Maintenance Contract for Maintaining the UPS at Kamarajar Port for following UPS	Quantity (in Nos.)	Unit Rate in Rs	Total Amount in Rs
a)	10KVA Capacity	04		
b)	5 KVA Capacity	03		
c)	3KVA Capacity	02		
d)	2 KVA Capacity	05		
e)	1 KVA Capacity	06		
GST @ applicable rate in Rs.				
TOTAL Amount in Rs				

Amount in words: (Rupees.....
)

Signature of the authorized executive of firm

(Name and address of the firm)

.....

(seal of the firm)

KAMARAJAR PORT LIMITED**SCHEDULE – “C”**
GENERAL CONDITIONS

1. The quantities given in the schedule of quantities are those upon which the approximate estimated cost of the work is based but they are subject to alterations, omissions, deductions and additions and do not necessarily show the actual quantities of the work to be done.
2. The work shall be done to the satisfaction of the Director (O) or his representative. The works shall be done in accordance with the specifications laid down in the M D S S or relevant standards set up by the Indian Standard. Any item of work carried out not in accordance with the specifications and other conditions will be rejected irrespective of the apparent quality of the work.
3. The work is to be carried out with due diligence and executed to a workman like manner. The material used when supplied by the contractor is to be of the best of its kind and in all cases to be subject to the approval of the Director (O) whose decision to the rate of progress the quality of the work or materials, sizes etc., is final.
4. The Director (O) may cancel the contract at his opinion at any time without notice for any reason including poor progress of work and may remove bad work or materials and have it replaced deducting the value of the work rejected or material removed of the cost of replacing it as he may think proper from any amount due or that may become due to the contractor. The decision of the Director (O) is final and will be binding on the contractor.
5. In case the contractor leaves work incomplete the Director (O) shall have the right to have the work completed through any other agency and recover the extra expenditure incurred by the KPL in so doing from any money due or to become due to the contractor.
6. The contractor shall conform to and comply with the regulations and by laws of the Kamarajar Port Limited of all other local authorities such as the Corporation of Chennai. The Chief Electrical Inspector to the Government of Tamilnadu, the Tamilnadu Electrical system, the Factories Act., the Government Customs and Police Department, etc., The Contractor shall conform to rules, regulations etc., concerning injury to workmen compensation for injury to workmen, insurance for workmen etc., The contractor shall also conform to contract labour (Regulations and Abolition) Central Rule 1971 etc.,
7. The contractor shall be responsible for any accident, damage or injury caused to any of his employees or property or any person or property in course of the work and shall hold the KPL blameless in respect thereof and also in respect of any claim made by any person or any reasons whatsoever.
8. The contractor shall be solely responsible for reporting to the KPL and Police Department immediately of any serious or fatal accident inside the Kamarajar Port

premises to any of his employees / workmen engaged by him or any person involved in an accident as a whole of the work.

9. The work shall be carried out without causing any inconvenience to the KPL and to other works in progress in the neighborhood and any losses of the KPL.
10. Admission into the harbour is regulated by passes for contractor and his staff and workers. The contractor shall obtain necessary passes for his men and himself paying the charges as fixed from time to time. At the completion of the work the contractor shall return all passes issued. Failure to return any pass will entail a penalty of Rs.50/- (Rupees fifty only) per pass as the case may be plus surcharge as may be levied by the KPL from time to time.
11. Only vehicles licensed by the KPL will be allowed to play inside the harbour.
12. The work shall be carried out only during KPL's working days between 9.45 A.M. and 4.45 P.M.
13. The quantities of work executed will be measured and payment made once a month generally except in the case of work for which the time for completion is specified as six weeks or less than six week in which case payment will be made only on satisfactory completion of the work. The bill for the work shall be prepared and submitted by the contractor in the KPL's prescribed form.
14. It shall be clearly understood that the rates mentioned in the schedules are inclusive of everything required to be done for the proper completion of the work according to the specifications drawings, general conditions and special conditions even though specific mention thereof has been omitted in the specification and drawings.
15. The contractor should be Measurements for the work done in KPL's prescribed format. The measurements submitted by the contractor will be verified by the person authorized by the Director (O) and the contractor will be given the opportunity for witnessing the verification.
16. All payments made by KPL to the contractor for the work shall be rounded of the nearest rupee.

DGM (C)
Kamarajar Port Limited.