

**OFFICE OF THE PRINCIPAL CUM CHIEF SUPERINTENDENT
DHUBRI MEDICAL COLLEGE & HOSPITAL, DHUBRI, ASSAM, PIN- 783324
Email : dhubrimch@gmail.com**

No. DMCH/2023/530

Dated : 20/01/2023

Tender for Operation and Maintenance of 2 Nos 33/0.4 KV Sub-stations, 2 Nos of 1010 KVA DG set, Internal & External Electrification and Illumination of Hospital building, College Building, Residential Quarters, and all Utility Buildings Hostels at DMCH site

Sealed tenders under two bids system are invited by the Principal cum Chief Superintendent of Dhubri Medical College & Hospital (DMC&H), Dhubri for Operation and Maintenance of 2 Nos 33/0.4 KV Sub-stations, 2 Nos of 1010 KVA DG set, Internal & External Electrification and Illumination of Hospital building, College Building, Residential Quarters, and all Utility Buildings Hostels at DMCH site, on annual contract basis.

The proposal duly signed on Technical and Commercial Bid should be addressed to Principal cum Chief Superintendent, DMC&H. Dhubri, R.K. Mission Road, Jhagarpar, Dhubri, and Pin: 783325 to reach on or before 04:00 PM on 10/02/2023. Interested bidders or their authorized representatives may present at the time of opening of bids (both technical and financial) to witness the proceedings to be conducted therein. The technical bid shall be opened at 02:00 PM on 15/02/2023. The date of opening of financial bids shall be intimated in due course of time.

The Tender document may be downloaded from the website: dhubrimch@gmail.com

SCOPE OF WORK

The scope of works shall include round the clock Operation and Maintenance of 2 Nos 33/0.4 KV Sub-stations, 33Kv UG Cables, 2nos 1010 KVA DG set, Internal & External Electrification and Illumination of Hospital building, College Building, and all utility buildings, Hostels at DMCH site. The cost of equipment / spares to maintain the system will be provided by the owner as per the rates prevailing in the market.

The maintenance of the control room, switch yard will be in 24×7 mode for the year of maintenance.

The successful bidder will engage adequate man power to maintain the system as referred above to the extent necessary to ensure 24×7 mode of supply of electricity.

INSTRUCTIONS TO BIDDERS AND GENERAL TERMS & CONDITIONS

(1) Eligibility criteria

- (i) The bidder/Company/Firm/Agency should have electrical Contractor License, Supervisor's License of appropriate category to cover 33 kv works as approved by Chief Electrical Inspector cum Advisor of Government of Assam.
- (ii) The bidder/Company/Firm/Agency should be registered with the appropriate registration authority required for the business being involved in this tender.
- (iii) The bidder/Company/Firm/Agency should in the past five (5) years have the experience in constructing / maintaining 33/11kv or higher voltage capacity substations in Government Departments/Public Sector Undertaking etc. Please arrange to provide a written statement regarding the fulfillment of this experience criteria by you based on the documentary evidence submitted by you indicating the name of the organization (s) served, value of job, capacity of sub-station etc. copies of performance certificates / completion certificates etc. supporting the fulfillment of this criterion are to be submitted without fail.
- (iv) The bidder/Company/Firm/Agency should have an average annual financial turn over of at least Rs. 20 lakhs during the last three years.
- (v) The bidder/Company/Firm/Agency should have valid PAN No.
- (vi) The bidder/Company/Firm/Agency should have valid EPF Registration No. (If applicable)

Documentary proof for the above shall be produced along with the offer, failure of which the offer may be disqualified.

(2) Tender Fee (Non-refundable) of Rs. 2,500/- (Rupees two thousand five hundred only) in the form of demand draft only, payable to "HMS of Dhubri Medical College & Hospital" and payable at Dhubri shall be required to be submitted by the bidders without which the tender will be regarded as non-responsive.

(3) Earnest Money Deposit (EMD) of Rs. 50,000/- (Rupees fifty thousand only) in the form of a Demand Draft valid for three month issued in favor of "HMS of Dhubri Medical College & Hospital" and payable at Dhubri shall be required to be tendered by the bidder. The tender, if not,

accompanied by Earnest money will be liable to be summarily rejected. The EMD of the unsuccessful bidders would be returned within 30 days after finalization of tender. Earnest Money Deposit of the successful bidder will be returned after submission of the Performance Security Deposit.

(4) Performance Security Deposit: The successful bidder should deposit a Performance Security Deposit of Rs.1,00,000/- in form of DD/TDR which shall be forfeited in the event of the contract being terminated for breach of contractual obligation.

(5) The firm shall assign all the men, tools and plants required for effective maintenance of Sub-station equipment along with Hospital Building, College Building, and Residential Quarters & All utility Buildings Hostels in Dhubri Medical College & Hospital. DMC&H shall not supply any of the same except the materials for the replacement.

(6) Every tenderer is expected to inspect the site of the proposed work before quoting.

(7) The initial period of contract shall be for a period of one year. The contract may be renewed for further one year depending on satisfactory performance basis. The contract with the successful bidder will be terminated in the event the performance is not up to mark as per the observation of the monitoring committee constituted for assessment of performance of the contractor.

(8) DMC&H will not be responsible for any loss or damage to the men, tools and plants engaged by the firm for the work.

(9) The responsibility of maintaining the system shall rest solely with the contractor.

(10) The payments will be made on quarterly basis after providing satisfactory service during the period of maintenance. Payment shall be subject to availability of fund & budget under the applicable head of the Govt. and allocation of budget by the Govt. though every effort will be made by the DMCH authority to get the budget & fund on regular basis.

(11) The compliance with Provident Fund for Employees and payment of GST as per extent rules shall be the sole responsibility of the contractor. ***Payment towards these will be made on production of documentary proof for having paid to the same for the previous quarter.***

(12) The contractor shall ensure that the payment to workforce deployed is made not later than 7th of succeeding month through e-payment only.

(13) The contractor shall depute staff to ensure round-the-clock maintenance of services on all days of the Month.

(14) Successful Bidder will have to enter into an agreement with DMC&H. The format of the agreement shall be drafted based on the Terms & Conditions / Clauses mentioned in this NIQ document. However, DMC&H reserves the right to add / delete any other Clauses in this Agreement.

(15) The Contractor has to arrange at their own cost all necessary approval from Government or any other statutory body, if required, for effective execution of the contract.

(16) Contractor's personnel or their family members shall not be allowed to stay / reside at site.

(17) The Contractor shall carry out the operation and maintenance with the help of qualified persons who are totally familiar with the work they are required to perform. All the Electrical works should be carried out through qualified Licensed Electricians only.

(18) Any damage or loss due to failure to carry out prescheduled maintenance work shall be at the risk and cost of the contractor.

(19) The workmanship and services provided by the contractor will be checked periodically by DMC&H. In case of unsatisfactory performance. DMC&H reserves the right to terminate the contract by giving one month notice.

(20) In the event of contractor showing lack of attendance, negligence to work or under-performance in the opinion of DMC&H, then the contract may be terminated at any stage, without prejudice to the other rights available with the DMC&H under any other relevant clauses of the contract.

(21) Spares required for maintenance of electrical equipment shall be supplied /borne by DMC&H.

(22) All major faults and problems shall be reported to the concerned official immediately of occurrence through a memo. After inspection by the concerned official, procedures for rectification must be sent for approval by the DMC&H authority.

(23) All necessary components required for the maintenance of all equipment shall be arranged by the contractor at the market rate after obtaining approval from DMC&H and same shall be reimbursed by DMC&H as stated above, along with acknowledgement of having done the work from the concerned official.

(24) Vendors exempted from the submission of EMD, etc as per Govt. directives are required to furnish the copy of the certificate issued by Govt. for such exemption in lieu of EMD. The EMD Deposited by the tenderer shall not bear any interest to the contractor.

(25) Two Bids System:

- (a) Interested bidders shall be required to submit “Technical Bid” & “Financial Bid” separately in sealed envelopes by superscribing one envelope as “**Technical Bid**” for “Operation and Maintenance of 2Nos 33/0.4 KV Sub-stations, 33Kv UG Cables 2nos 1010 KVA DG set, Internal External Electrification and Illumination of Hospital building, College Building, Residential Quarters, & all Utility buildings Hostels at DMCH.” and the other envelope as “**Financial Bid**” for Operation and Maintenance of 2Nos 33/0.4 KV Sub-stations, Internal Electrification and Illumination of Hospital building, College Building, Residential Quarters, All Utility buildings Hostels at DMCH site.
- (b) Both these proposals should be sealed in a Master Envelope superscribing “Proposal for Operation and Maintenance of 2Nos 33/0.4 KV Sub-stations, 33Kv Cables, Internal Electrification and Illumination of Hospital building, College Building, Residential Quarters, Hostels at DMCH and also indicating thereon :
 - (i) Reference No. of the NIT.
 - (ii) Due date for submission of the NIT.
 - (iii) Name of the firm with address, Phone & Fax, e-mail.
- (c) “Technical Bid” envelope should contain the copies of the relevant documents establishing bidder’s eligibility to perform the work being tendered, the entire tender notice in token of acceptance by the contractor of all terms & conditions, demand drafts towards Tender Fee & Earnest Money Deposit in original and other documents as may be considered essential under terms & condition and instructions of this NIT.
- (d) “Financial Bid”: The “Financial Bid” shall contain only the rates offered by the bidders. Format of offering rates against the service is given below:

Description of Work	Amount per month (Without GST)
1) Operation and Maintenance of 2 Nos 33/0.4 KV Sub-stations comprising of 2 nos 2 MVA , 2nos 800 KVA transformers, 8 nos 33 KV Vacuum Circuit Breakers, Capacitor Panels, LT Panels, 33 KV, LT UG cables, 1010 KVA DG and street lights.	
2) Maintenance of Internal & External Electrification, Illumination, UPS etc in Hospital Building, College Building, Residential Quarters & all Utility Buildings Hostels at DMCH.	

Notes :-

- (i) Tenders submitted without following two bid systems as mentioned above will be summarily rejected.
- (ii) The envelopes containing Technical Bids shall be opened first and then Financial Bids of technically qualified bidders meeting all the requisite criteria shall be opened.
- (iii) Tenderer should not indicate the pricing information in the “Technical Bid”.

(26) The AMC contractor who worked in our substation previously may or may not be considered for this tender (Depending upon the quality of services rendered by him.)

(27) The substation shall be handed over to contractor for maintenance on “as is where is basis” and the contractor shall be required to do the pending work (if any), without any extra financial benefit. In regard to the pending works (as per scope of work) contractor shall not give excuse such

as so and so work should have been done by the previous AMC contractors and is not within their scope.

(28) The personnel engaged by the contractor for the service will not be an employee of the DMC&H and there will be no employer-employee relationship between the DMC&H and the personnel so engaged by the contractor.

(29) Any dispute unless resolved amicably shall be settled by a court of law having jurisdiction over the State of Assam.

SD/-

Principal cum Chief Superintendent
Dhubri Medical College & Hospital
Dhubri (Assam)