

TENDER NOTIFICATION FOR

**“AWARD OF WORK FOR REPAIRING AND SERVICING OF
DAMAGED/FAILED OIL FILLED DISTRIBUTION TRANSFORMERS OF
VARIOUS RATINGS UPTO 1600 KVA AT BRPL’S WORKSHOP FOR 3 YEARS”**

NIT NO CMC/BR/20-21/SV/AR/904 DT.25.02.2021

Due Date for Submission of Tender: 17.03.2021, 3.45PM

Date and Time of opening: 17.03.2021, 4:00 PM

BSES RAJDHANI POWER LIMITED,

BSES Bhawan, Nehru Place, New Delhi-110019

Corporate Identification Number: U74899DL2001PLC111527

Telephone Number: +91 11 3009 9999

Fax Number : +91 11 2641 9833

Website : www.bsedelhi.com

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REQUEST FOR QUOTATION

1.1 GENERAL

BSES Rajdhani Power Limited invites sealed tenders in 2 envelopes for **“AWARD OF WORK FOR REPAIRING AND SERVICING OF DAMAGED/FAILED OIL FILLED DISTRIBUTION TRANSFORMERS OF VARIOUS RATINGS UPTO 1600 KVA AT BRPL’S WORKSHOP FOR 3 YEARS”**.

1.01 The bidder must qualify the requirements as specified in clause 1.3 stated below. **The sealed envelopes shall be duly superscribed as-**

“AWARD OF WORK FOR REPAIRING AND SERVICING OF DAMAGED/FAILED OIL FILLED DISTRIBUTION TRANSFORMERS OF VARIOUS RATINGS UPTO 1600 KVA AT BRPL’S WORKSHOP FOR 3 YEARS”. NIT NO CMC/BR/20-21/SV/AR/904 DT.25.02.2021.

BRPL invites sealed tenders from eligible bidders for the above-mentioned work (clause 1.01).

Estimated cost of work	: Rs 6,91,35,038/- (3 Years Value)
Earnest money Deposit	: Rs 4, 61,000/-
Cost of Tender form (Non- Refundable)	: Rs.1180/- (including GST)
Duration of the Work	: 3 Year (from date of issue of LOI/order)
Tender documents on sale	: 25/02/2021 (working days)
Date & time of Submission of Tender	: 17/03/2021 till 1545 HRS
Date & time of opening of Tender (Opening of technical bid)	: 16:00HRS on 17/03/2021

The tender document can be obtained from address given below against submission of non-refundable demand draft of **Rs.1180/- (including GST)** drawn in favour of BSES Rajdhani Power Ltd, payable at Delhi:

Head of Department,
Contracts & Material Dept.
BSES Rajdhani Power Limited
I Floor, “C” Block, BSES Bhawan
Nehru Place
New Delhi-110019

The tender papers will be issued on all working days up to the date mentioned in clause 1.01. The tender documents & detail terms and conditions can also be downloaded from the website www.bsesdelhi.com. In case tender papers are downloaded from the above



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website, then the bidder has to enclose a separate demand draft covering the cost of bid documents.

1.2 POINTS TO BE NOTED

1.2.1 Works envisaged under this contract are required to be executed in all respects up to the period of completion mentioned above.

1.2.2 Only those agencies, who fulfill the qualifying criteria as mentioned in clause 1.3 should submit the tender documents.

1.2.3 Tender document consists of the following:

- a) Request for Quotation
- b) Instructions to Bidder
- c) Commercial Terms and Conditions
- d) Estimated Tender Cost
- e) Scope of Work
- f) Price Format
- g) Bid Form
- h) Performa of Contract Performance Bank Guarantee
- i) Format for EMD Bank Guarantee
- j) Terms & Conditions for Reverse Auction

1.2.4 The Contract shall be governed by the documents listed in para 1.2.3 above.

1.2.5 BSES Rajdhani Power Ltd reserves the right to accept/reject any or all Tenders without assigning any reason thereof and alter the quantity of materials mentioned in the Tender documents at the time of placing purchase/ work orders. Tender will be summarily rejected if:

(i) If Earnest Money Deposit (EMD) of requisite amount is not deposited in shape of Bank Draft/Pay Order/BG drawn in favour of BSES Rajdhani Power Ltd, payable at Delhi.

(ii) If Tender is received after due date and time.

1.2.6 Please note that abnormally higher or abnormally lower bids shall not be considered with respect to estimated cost. The criteria decided by BRPL on this shall be final. Further formation of cartel and indulging in any unfair business practice shall be a negative for the bidders and be liable for rejection of the bid.

1.3 Qualifying Criteria:-

TECHNICAL REQUIREMENT:

- I. The bidder is an established manufacturer/repairer and must have supplied or repaired at-least 500 nos. per year Distribution transformers of various ratings viz. 25 KVA single phase, 25 KVA 3 Phase to 1600 KVA 3 Phase trfs. in last 5 financial years for SEBs/ Govt. Department/ Public /Private Sector Utility/ Discoms. Bidders must have experience in manufacturing/repairing and testing for

- the DTs upto 1600KVA. The Bidder shall attach the detail of trf. Supplied/ repaired along with performance certificates.
- II. The bidder must enclose order copies along with performance certificates in support of relevant experience. Experience credential as a joint venture / subcontract/ consortium will not be considered.
 - III. For Existing vendors of BRPL, performance shall be measured on earlier executed similar works/ other works and will be taken into account in technical evaluation for qualification of bids.

COMMERCIAL REQUIREMENT:

- I. Bidder must provide proof of having average annual turnover of Rs. 1.5 Crore during the last three financial years. (FY 17-18, 18-19 & 19-20).
- II. Bidder must provide proof of having solvency of an amount equal to Rs. 50 Lakhs from any nationalized/ scheduled commercial bank. (Not older than 1st April 2020).
- III. Bidder should be Registered Entity in India on or earlier than 1st April 2017, i.e The bidder should be an Indian Registered Company under Companies Act 1956 / Proprietorship Company/Partnership Company. Copy of Certificate of Incorporation/Registration/Partnership Deed or any other relevant document, as applicable, should be submitted along with a copy of address proof.
- IV. Bidder should have valid Registration No. of GST.
- V. Bidder should have PAN No & should fulfill all statutory compliances like PF, ESI registration.
- VI. Bidder should have a valid Electrical License issued by Delhi Govt. for doing electrical works in Delhi region.
- VII. Entities that have been debarred/ blacklisted in other utilities in India will not be considered; in this regard a written statement has to be provided on bidder's letter head along with other documents.
- VIII. The bidder should give an undertaking on the company's letter head that all the documents/certificates/information submitted by them against the tender are genuine.
- IX. In case any of the documents/certificates/information submitted by the bidder is found to be false or forged, action as deemed fit, including forfeiture of EMD & blacklisting may be initiated by BRPL at BRPL's sole discretion.

Please note that BRPL will verify the bidder's credentials like work order copies, performance certificates etc. submitted by the bidder from the respective issuing client, in case any of the documents/certificates/information submitted by the bidder is found to be false or forged, action as deemed fit, including forfeiture of EMD & blacklisting may be initiated by BRPL. If required, BRPL may direct the bidder to provide the required contact

details of the client who can confirm the authenticity of the documents submitted to facilitate the verification process within the timelines provided by BRPL.

The bidder shall submit all necessary documentary evidence to establish that the Bidder meets the above qualifying requirements.

Please Note:

- i) Firms who are debarred/ blacklisted in other utilities in India will not be considered.
- ii) Company reserves the right to carry out technical capability/ infrastructure assessment of the Bidders by factory/office inspection or by any other means and company's decision shall be final in this regard.
- iii) No joint ventures/ consortiums are allowed

Also, the Bidder shall furnish the following commercial & technical information along with the tender:

- i) Last three Financial Years (FY 17-18, FY 18-19 & FY 19-20) financial statement.
- ii) Bidder to submit CA Certificate showing upto date all statutory compliance like GST returns/ PF and ESI returns etc. i.e upto FY 19-20.
- iii) Detail of Banker & Cash Credit limit
- iv) Details of constitution of the company (Proprietary/ Limited/ Pvt. Ltd. Along with details)
- v) Memorandum & Articles of Association of the Company
- vi) Organization Chart of the company
- vii) Experience details with credentials
- viii) Turnover certificate issued by auditors (along with UDIN no.) for the last three Financial Years.

Please note: For Existing vendors/ registered vendors of BRPL, evaluation will also include the past performance in the contracts via-a-vis performance in terms of HR issues, all statutory Compliance parameters and wages disbursement by Vendors. BRPL reserves the right to disqualify their bid based on the above performance parameters in spite of them meeting the above qualification criteria.

BRPL reserves the right to disqualify any bidder in spite of the bidders meeting the above Qualifying requirements. The decision of BRPL shall be final & binding on the bidders.

BRPL may ask for any other document as may be required to substantiate/ justify the submissions made by bidders.

1.4 Bidding and Award Process:-

Bidders are requested to submit their offer strictly in line with this tender document. NO DEVIATION IS ACCEPTABLE. The bidder should submit complete tender documents signed and stamped with bidder's seal as an acceptance to all terms & conditions of the Tender.

BRPL shall respond to the clarifications raised by various bidders and the same will be distributed to all participating bidders through website.

1.4.1 BID SUBMISSION:

The bidders are required to submit the bid in 2(two) parts and submit in original + one copy to the following address

Head of Department
Contracts & Material Deptt.
BSES Rajdhani Power Ltd
1st Floor, C Block
BSES Bhawan, Nehru Place
New Delhi 110019

PART A : **TECHNICAL BID** comprising of following:

- EMD of requisite amount
- Non-refundable separate demand draft for Rs. 1180/-
In case the forms are downloaded from the website
- Documentary evidence in support of qualifying criteria
- Technical Literature if any.
- Any other relevant document
- Acceptance to Commercial Terms and Conditions viz Delivery schedule/period ,Payment terms ,BG etc
- Acceptance to Technical Specifications
- Complete tender documents signed and stamped with bidder's seal as an acceptance to all terms & conditions of the Tender.

The technical bid shall also contain the tender Document with all pages signed & stamped with bidder's seal

PART B: **FINANCIAL BID** comprising of

Table 1 Bid Process Timelines

S. No.	Steps	Comprising of	Due date
1	Pre bid Queries, if any	Pre Bid Meeting shall be through WebEx on 10th March 2021 at 12:00 AM for All Queries related to RFQ https://bsesrajdhani.webex.com/sreedhar	15.03.2021
2	Submission of PART A Technical and Commercial Bid	EMD of requisite amount Non-refundable demand draft for Rs. 1180/- In case the forms are downloaded from the website Documentary evidence in support of qualifying criteria Technical Literature/ list of makes etc Any other relevant document Acceptance to Commercial Terms and Conditions viz Delivery schedule/period, Payment terms, BG etc.	22.03.2021
3	Submission of PART A Technical and Commercial Bid	Price strictly in the Format enclosed (Section IV) indicating Break up regarding basic price, taxes & duties etc.	22.03.2021

This is a two part bid process. Bidders are to submit the bids in 2(two) parts

Both these parts should be furnished in separate sealed covers super scribing **NIT no. DUE DATE OF SUBMISSION, with particulars as PART-A TECHNICAL BID & COMMERCIAL TERMS & CONDITIONS and Part-B FINANCIAL BID** and these sealed envelopes should again be placed in another sealed envelope which should be super scribed with —“**Tender Notice No.& Due date of opening**“. The same shall be submitted before the due date & time specified.

Part – A: Technical Bid should not contain any cost information whatsoever and shall be submitted within the due date. After technical evaluation, the list of qualified bidders will be posted immediately on BSES website.

PART B: This envelope will be opened after technical evaluation and only of the qualified bidders.

FINANCIAL BID EVALUATION THROUGH REVERSE AUCTION:

Reverse auction shall be conducted for finalization of contract and the details of the price bid shall not be shared with bidders.

The qualified bidders will participate in reverse auction through SAP-SRM tool. The reverse auction process shall be governed by the terms and conditions enclosed as APEENDIX-I in this tender document. Training/details shall be provided to bidders before participation in auction.

Notwithstanding anything stated above, the Company reserves the right to assess bidders' capability to perform the contract, should the circumstances warrant such assessment in the overall interest of the Company. In this regard the decision of the Company is final.

In case RA is not concluded/conducted for any reasons, a "final no regret" financial bid in a sealed envelope will be called for from all qualified bidders.

1.4.2 Award Decision

a) Company intends to award the business on a lowest bid basis, so contractors are encouraged to submit the bid competitively. The decision to place order/LOI solely depends on Company on the cost competitiveness across multiple lots, quality, delivery and bidder's capacity, in addition to other factors that Company may deem relevant.

b) The Company reserves all the rights to award the contract to one or more bidders so as to meet the delivery requirement or nullify the award decision without any reason.

c) Please note that abnormally higher or abnormally lower bids shall not be considered with respect to estimated cost. The criteria decided by BRPL on this shall be final and binding on the bidders.

d) In case any contractor is found unsatisfactory during the execution process, the award will be cancelled and BRPL reserves the right to award other contractors who are found fit.

e) "Nil/Zero" Margin or Administrative Service Charges of Bidders will be considered as "Unresponsive". Abnormally higher or abnormally lower bids shall not be considered with respect to estimated cost. The criteria decided by BRPL on this shall be final and binding on the bidders and will not be open for discussion under any circumstances. Therefore, the bidding firms are advised to quote their Margin / Administrative Service Charges accordingly. BRPL reserves the right to reject the bids quoted with abnormally higher or abnormally lower individual activity rates. The criteria decided by BRPL on this shall be final and binding on the bidders.

f) BSES reserves the right to split the tender quantity amongst techno-commercially qualified bidders on account of delivery requirement in tender, quantity under procurement etc. BRPL reserves the right to reject the bids quoted with abnormally higher or abnormally lower individual activity rates. The criteria decided by BRPL on this shall be final and binding on the bidders.

1.4.3 Market Integrity

We have a fair and competitive marketplace. The rules for bidders are outlined in the Terms & Conditions. Bidders must agree to these rules prior to participating. In addition to other remedies available, we reserves the right to exclude a bidder from participating in future markets due to the bidder's violation of any of the rules or obligations contained in the Terms & Condition. Bidders who violate the market place rules or engage in behavior



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that disrupts the fair execution of the market place restricts a bidder to length of time, depending upon the seriousness of the violation. Examples of violations include, but are not limited to:

- Failure to honor prices submitted to the market place.
- Breach of the terms of the published in Request for Quotation/NIT.

1.4.4 Confidentiality

All information contained in this RFQ is confidential and may not be disclosed, published or advertised in any manner without written authorization from BRPL. This includes all bidding information submitted.

All RFQ documents remain the property of BRPL and all bidders are required to return these documents to BRPL upon request.

Bidders who do not honor these confidentiality provisions will be excluded from participating in future bidding events.

1.5 Contact Information

Technical clarification, if any, as regards this RFQ shall be sought in writing and sent by post/courier to following address

	Technical	Commercial
Contact Person and mail id	Head (Transformer workshop) BRPL Mukeshkumar.Sharma@relianceada.com Copy to :Head (C&M)	Head (C&M) & Head (Contracts) ananda.raj@relianceada.com,
Address	BSES Bhawan, BSES Rajdhani Power Ltd, Nehru Place, New Delhi	C&M Deptt., BSES Rajdhani Power Ltd, I Floor, "C" Block, BSES Bhawan Nehru Place New Delhi-110019

SECTION – II: INSTRUCTION TO BIDDERS

1.0 GENERAL

BSES Rajdhani Power Ltd, hereinafter referred to as “The Company are desirous of awarding work for repairing and servicing of damaged/failed oil filled distribution transformers of various ratings upto 1600 kva at BRPL’s workshop for 3 years.

All the Bids shall be prepared and submitted in accordance with these instructions.

- 1.1** Bidder shall bear all costs associated with the preparation and delivery of its Bid, and the Company will in no case shall be responsible or liable for these costs.
- 1.2** The Bid should be submitted by the Bidder in whose name the bid document has been issued and under no circumstances it shall be transferred /sold to the other party.
- 1.3** The Company reserves the right to request for any additional information and also reserves the right to reject the proposal of any Bidder, if in the opinion of the Company, the data in support of RFQ requirement is incomplete.
- 1.4** The Bidder is expected to examine all instructions, forms, terms & conditions and specifications in the Bid Documents. Failure to furnish all information required in the Bid Documents or submission of a Bid not substantially responsive to the Bid Documents in every respect may result in rejection of the Bid. However, the Company’s decision in regard to the responsiveness and rejection of bids shall be final and binding without any obligation, financial or otherwise, on the Company.
- 1.5** The company reserves the right to split the order among various successful tenderers in any manner he chooses without assigning any reason whatsoever

2.0 SCOPE OF WORK

The complete scope of work has been defined in relevant section of this tender document. The Bidder shall mandatorily submit bids for Servicing and Repairing of the tender.

3.0 DISCLAIMER

- 3.01** This Document includes statements, which reflect various assumptions, which may or may not be correct. Each Bidder/Bidding Consortium should conduct its own estimation and analysis and should check the accuracy, reliability and completeness of the information in this Document and obtain independent advice from appropriate sources in their own interest.
- 3.02** Neither Company nor its employees will have any liability whatsoever to any Bidder or any other person under the law or contract, the principles of restitution or unjust enrichment or otherwise for any loss, expense or damage whatsoever which may arise from or be incurred or suffered in connection with anything contained in this Document, any matter deemed to form part of this Document, provision of Services and any other information supplied by or on behalf of Company or its employees, or otherwise arising in any way from the selection process for the work.

- 3.03 Though adequate care has been taken while issuing the Bid document, the Bidder should satisfy itself that Documents are complete in all respects. Intimation of any discrepancy shall be given to this office immediately.
- 3.04 This Document and the information contained herein are Strictly Confidential and are for the use of only the person(s) to whom it is issued. It may not be copied or distributed by the recipient to third parties (other than in confidence to the recipient's professional advisors).

4.0 COST OF BIDDING

The Bidder shall bear all cost associated with the preparation and submission of its Bid and the company will in no case be responsible or liable for those costs.

5.0 BIDDING DOCUMENTS

- 5.01 The Scope of Work, Bidding Procedures and Contract Terms are described in the Bidding Documents. In addition to the covering letter accompanying Bidding Documents, the Bidding Documents include:

SECTION I	Request For Quotation
SECTION II	Instructions to Bidder
SECTION III	Commercial Terms & Conditions
SECTION V	Scope of Work
SECTION VI	Price Format

- 5.02 The Bidder is expected to examine the Bidding Documents, including all Instructions, Forms, Terms and Specifications. Failure to furnish all information required by the Bidding Documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect will may result in the rejection of the Bid.

6.0 AMENDMENT OF BIDDING DOCUMENTS

- 6.01 At any time prior to the deadline for submission of Bids, the Company may for any reasons, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Bidding Documents by Amendment.
- 6.02 The Amendment shall be part of the Bidding Documents, pursuant to Clause 5.01, and it will be notified in writing by Fax/e-mail to all the Bidders who have received the Bidding Documents and confirmed their participation to Bid, and will be binding on them.
- 6.03 In order to afford prospective Bidders reasonable time in which to take the Amendment into account in preparing their Bids, the Company may, at its discretion, extend the deadline for the submission of Bids.

7.0 PREPARATION OF BIDS

7.1 LANGUAGE OF BID

The Bid prepared by the Bidder, and all correspondence and documents relating to the Bid exchanged by the Bidder and the Company, shall be written in the English Language. Any printed literature furnished by the Bidder may be written in another Language, provided that this literature is accompanied by an English translation, in which case, for purposes of interpretation of the Bid, the English translation shall govern.

8.0 DOCUMENTS COMPRISING THE BID

The Bid prepared and submitted by the Bidder shall comprise the following components:

- (a) Bid Form ,Price & other Schedules (STRICTLY AS PER FORMAT) and Technical Data Sheets completed in accordance with Technical Specification.
- (b) All the Bids must be accompanied with the required EMD as mentioned in the Section-I against each tender.

9.0 BID FORM

- 9.1 The Bidder shall submit "Original" Bid Form and the appropriate Price Schedules and technical specifications enclosed with the Bidding Documents.

10.0 EMD (EARNEST MONEY DEPOSIT)

The bidder shall furnish, as part of its bid, an EMD of requisite amount as already specified in the Section-I. The EMD is required to protect the Company against the risk of Bidder's conduct which would warrant forfeiture. The EMD shall be denominated in any of the following form:

- (a) Demand Draft/Pay Order drawn in favour of BSES Rajdhani Power Ltd, payable at Delhi.
- (b) BG from nationalized / Scheduled bank in favour of BSES Rajdhani Power Limited valid for 6(six) months after last date of receipt of tenders

The bidders who are not technically qualified, EMD shall be refunded after price bid opening.

Earnest money given by all the bidders who are techno commercially qualified except the lower bidder shall be refunded within 8 (Eight) weeks after award of the work.

The amount of EMD by the successful bidder shall be returned on submission of CPBG as per tender terms.

The EMD may be forfeited in case of:

- (a) if the Bidder withdraws its bid during the period of bid validity specified by the

- (b) in the case of a successful Bidder, if the Bidder does not
 - (i) Accept the Purchase Order/Work Order, or
 - (ii) Furnish the required performance security BG.
- (c) If the bidder is found to have submitted false or forged any of the documents/certificates/information

11.0 BID PRICES

- 11.01 Bidders shall quote for the entire Scope of work with prices for individual items. The tenderer is required, at his expense, to obtain all the information he may require to enable him to submit his tender including necessary visits to the site to ascertain the local conditions, procurement of necessary materials, labour, etc., requirements of the local/government/public authorities in such matters. Prices quoted by the Bidder shall be "Firm" and not subject to any price adjustment during the performance of the Contract. **A Bid submitted with an adjustable price/PVC will be treated as non -responsive and rejected.**

12.0 BID CURRENCIES

Prices shall be quoted in Indian Rupees Only.

13.0 PERIOD OF VALIDITY OF BIDS

- 13.01 Bids shall remain valid & open for acceptance for a period of 120 days from the date of opening of the Bid.
- 13.02 Notwithstanding Clause 12.01 above, the Company may solicit the Bidder's consent to an extension of the Period of Bid Validity. The request and the responses thereto shall be made in writing and sent by Fax/post/courier

14.0 ALTERNATIVE BIDS

Bidders shall submit Bids, which comply with the Bidding Documents. Alternative Bids will not be considered. The attention of Bidders is drawn to the provisions regarding the rejection of Bids in the terms and conditions, which are not substantially responsive to the requirements of the Bidding Documents.

15.0 FORMAT AND SIGNING OF BID

- 15.01 The original Bid Form and accompanying documents(as specified in Clause 9.0),clearly marked "Original Bid", must be received by the Company at the date, time and place specified pursuant to Clauses15.0 and16.0.
- 15.02 The original copy of the Bid shall be typed or written in indelible ink and shall be

signed by the Bidder or a person or persons duly authorized to sign on behalf of the Bidder. Such authorization shall be indicated by written Power-of-Attorney accompanying the Bid.

15.03 The Bid shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by the Bidder, in which case such corrections shall be initialed by the person or persons signing the Bid.

15.04 Bid shall be signed with stamp by the bidder on all the pages.

D. SUBMISSION OF BIDS

16.0 SEALING AND MARKING OF BIDS

16.01 Bid submission: One original (hard copies) of all the Bid Documents shall be sealed and submitted to the Company before the closing time for submission of the bid.

16.02 The Technical Documents and the EMD shall be enclosed in a sealed envelope and the said envelope shall be superscribed with — Technical Bid & Commercial Terms & Conditions “. The price bid for both the options to be submitted in separate sealed envelopes and shall be inside another sealed envelope with superscribed — “Financial Bid “. Both these envelopes shall be sealed inside another big envelope. All the envelopes should bear the Name and Address of the Bidder and marking for the Original. The envelopes should be superscribed with —“Tender Notice No. & Due date of opening“.

16.03 The Bidder has the option of sending the Bids in person. Bids submitted by Email/Telex/Telegram /Fax will be rejected. No request from any Bidder to the Company to collect the proposals from Courier/Airlines/Cargo Agents etc shall be entertained by the Company.

17.0 DEADLINE FOR SUBMISSION OF BIDS

17.01 The original Bid must be timely received by the Company at the address specified in Section-I

17.02 The Company may, at its discretion, extend the deadline for the submission of Bids by amending the Bidding Documents in accordance with Clause 9.0, in which case all rights and obligations of the Company and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

18.0 ONE BID PER BIDDER

Each Bidder shall submit only one Bid by itself. No Joint Venture/Consortium is acceptable. A Bidder who submits or participates in more than one Bid will cause all those Bids to be rejected.

19.0 LATE BIDS

Any Bid received by the Company after the deadline for submission of Bids prescribed by the Company, pursuant to Clause 16.0, will be declared "Late" and

rejected and returned unopened to the Bidder.

20.0 MODIFICATIONS AND WITHDRAWAL OF BIDS

20.01 The Bidder is not allowed to modify or withdraw its Bid after the Bid's submission.

E. EVALUATION OF BID

21.0 PROCESS TO BE CONFIDENTIAL

Information relating to the examination, clarification, evaluation and comparison of Bids and recommendations for the award of a contract shall not be disclosed to Bidders or any other persons not officially concerned with such process. Any effort by a Bidder to influence the Company's processing of Bids or award decisions may result in the rejection of the Bidder's Bid.

22.0 CLARIFICATION OF BIDS To assist in the examination, evaluation and comparison of Bids, the Company may, at its discretion, ask the Bidder for a clarification of its Bid. All responses to requests for clarification shall be in writing and no change in the price or substance of the Bid shall be sought, offered or permitted.

23.0 PRELIMINARY EXAMINATION OF BIDS / RESPONSIVENESS

23.01 Company will examine the Bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the Bids are generally in order.

23.02 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price per item that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price per item will be corrected. If there is a discrepancy between the Total Amount and the sum of the total price per item, the sum of the total price per item shall prevail and the Total Amount will be corrected.

23.03 Prior to the detailed evaluation, Company will determine the substantial responsiveness of each Bid to the Bidding Documents including production capability and acceptable quality of the Goods offered. A substantially responsive Bid is one, which conforms to all the terms and conditions of the Bidding Documents without material deviation.

23.04 Bid determined as not substantially responsive will be rejected by the Company and/or the Company and may not subsequently be made responsive by the Bidder by correction of the non-conformity.

24.0 EVALUATION AND COMPARISON OF BIDS

24.01 The evaluation of Bids shall be done based on the delivered cost competitiveness basis.

24.02 The evaluation of the Bids shall be a stage-wise procedure. The following stages are identified for evaluation purposes: In the first stage, the Bids would be subjected to a responsiveness check. The Technical Proposals and the Conditional ties of the Bidders would be evaluated.

Subsequently, the Financial Proposals along with Supplementary Financial Proposals, if any, of Bidders with Techno-commercially Acceptable Bids shall be considered for final evaluation.

24.03 The Company's evaluation of a Bid will take into account, in addition to the Bid price, the following factors, in the manner and to the extent indicated in this Clause:

- a) Work completion schedule
- b) Conformance to Qualifying Criteria
- c) Deviations from Bidding Documents

Bidders shall base their Bid price on the terms and conditions specified in the Bidding Documents. No deviation to the bid terms and conditions shall be acceptable.

24.04 Any adjustments in price, which result from the above procedures, shall be added for the purposes of comparative evaluation only to arrive at an "Evaluated Bid Price". Bid Prices quoted by Bidders shall remain unaltered.

F. AWARD OF CONTRACT

25.0 CONTACTING THE COMPANY

25.01 From the time of Bid opening to the time of contract award, if any Bidder wishes to contact the Company on any matter related to the Bid, it should do so in writing.

25.02 Any effort by a Bidder to influence the Company and/or in the Company's decisions in respect of Bid evaluation, Bid comparison or Contract Award, will result in the rejection of the Bidder's Bid.

26.0 THE COMPANY'S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS

The Company reserves the right to accept or reject any Bid and to annul the Bidding process and reject all Bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the Company's action.

27.0 AWARD OF CONTRACT

The Company will award the Contract to the successful Bidder whose Bid has been

Determined to be the lowest-evaluated responsive Bid, provided further that the Bidder has been determined to be qualified to satisfactorily perform the Contract. Company reserves the right to award order other bidders in the tender.

28.0 THE COMPANY'S RIGHT TO VARY QUANTITIES

The Company reserves the right to vary the quantity i.e. increase or decrease the numbers/quantities to any extent without any change in rates terms and conditions during the validity of the contract.

29.0 LETTER OF INTENT/ NOTIFICATION OF AWARD

The letter of intent/ Notification of Award shall be issued to the successful Bidder whose bids have been considered responsive, techno-commercially acceptable and evaluated to be the lowest (L1). The successful Bidder shall be required to furnish a letter of acceptance within 7 days of issue of the letter of intent /Notification of Award by Company.

30.0 CORRUPT OR FRADULENT PRACTICES

30.01 The Company requires that the Bidders observe the highest standard of ethics during the procurement and execution of the Project. In pursuance of this policy, the Company:

(a) Defines, for the purposes of this provision, the terms set forth below as follows:

"Corrupt practice" means behavior on the part of officials in the public or private sectors by which they improperly and unlawfully enrich themselves and/or those close to them, or induce others to do so, by misusing the position in which they are placed, and it includes the offering, giving, receiving, or soliciting of anything of value to influence the action of any such official in the procurement process or in contract execution; and

"Fraudulent practice" means a misrepresentation of facts in order to influence a award process or the execution of a contract to the detriment of the Company, and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish Bid prices at artificial non -competitive levels and to deprive the Company of the benefits of free and open competition.

(b) Will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question ;

(c) Will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a contract.

30.02 Furthermore, Bidders shall be aware of the provision stated in the Terms and Conditions of Contract.

SECTION – III: FOR REPAIRING AND SERVICING

COMMERCIAL TERMS & CONDITIONS:

1.0 DEFINITIONS and INTERPRETATION:

The following terms & expressions as used in the CONTRACT shall have the meaning defined and interpreted hereunder:

1.1. Company : The terms "Company" shall mean BSES Rajdhani Power Ltd. having its office at BSES Bhawan, Nehru Place, New Delhi-110019, Corporate Identification Number : U74899DL2001PLC111527, Telephone Number : +91 11 3009 9999, Fax Number : +91 11 2641 9833 , Website : www.bsesdelhi.com and shall include its authorized representatives, agents, successors and assigns.

1.2. CONTRACTOR: shall mean the successful bidder and shall include its authorized representative, agents, successors, and assigns.

1.3. CONTRACT SPECIFICATION: The terms "CONTRACT Specification" shall mean the Technical specification of the work as agreed by contractor and description of work as detailed and all such particulars mentioned directly/referred to or implied as such in the contract.

1.4 SITE: The terms "Site" shall mean the working location in BRPL area.

1.5 ENGINEER IN CHARGE: "Engineer In-charge" means the Company's authorized representative for the purpose of carrying out the work. For this Work Order Engineer In-charge shall be Head TRG (BRPL) or any of his nominated representatives.

1.6 Good Industry Practice: means the exercise of that degree of skill, diligence and prudence which is expected from a skilled, experienced and recognized contractor engaged in the same type of undertaking similar to the one undertaken by the Contractor and acting generally in accordance with the prevailing laws, rules, regulations, codes and industry standards.

1.7 Effective Date: means the date when Contractor through its authorized representative places its signature on the duplicate copy of LOI/order.

1.8 Rate: The unit rates for the work to be carried out at site shall be as per annexure and payable by the Company to the Contractor for the due, complete and proper performance of the jobs covered under this Order.

2.0 EXAMINATION OF SITE AND LOCAL CONDITIONS:

The contractor is deemed to have visited the site of the work and ascertained therefore all site conditions and information pertaining to his work. The company shall not accept any claim whatsoever arising out of the difficult site/terrain/local conditions, if any.

3.0 LANGUAGE AND MEASUREMENT:

The CONTRACT issued to the contractor by the company and all correspondence and documents relating to the CONTRACT placed on the Contractor shall be written in English language.

Metric System shall be followed for all dimension, units etc.

4.0 SCOPE OF WORK:

The scope of work to be carried out by the contractor shall be repairing/servicing of Distribution Transformers, up to 1600 KVA as detailed in enclosed Section-IV at BRPL's workshop & ON SITE DT FILTRATION WORK AT BRPL LOCATIONS.

All the manpower, tool and tackles are included in your scope of work. All the material required for repairing work shall be arranged by BRPL separately (Including insulated conductor, Oil etc).

The contractor's scope shall also include handling of waste material generated during the process of trf. Repairing/Servicing. This shall include transportation of the waste material from workshop and disposal of the waste material i.e. incineration through an agency having authorized licensee from pollution control board.

The contractor's scope shall also include the On site Distribution Transformer Filtration work.

5.0 VALUE OF THE ORDER:

The item wise rates for above Scope of work shall be as finalized through Tender.

The above rates shall be firm for the entire duration of work carried out by the Contractor under the order and are not subject to escalation for any reason whatsoever.

All the rates applicable for work shall be as per agreed rate schedule. The quantity of work shall be as signed off by our Engineer in charge.

All the repaired transformers shall be shifted/ handed over to our workshop in a condition ready to energize.

6.0 VALIDITY: The order shall be effective for three years from date of issue of order. However the same shall be reviewed after one year based on performance assessment and continuation to the next year.

7.0 TAX & DUTIES:

All taxes and duties including labour cess (except GST) leviable by State or Central Governments or local bodies shall be to the CONTRACTOR 's account including any taxes and duties which may be levied fresh by the Governments during currency of this Agreement. Income tax will be deducted from your bills as Tax Deduction at Source (TDS).

GST shall be paid extra at actual on submission of GST Registration and self declaration on your letter head stating that you have deposited/or will deposit the Tax as per the applicable GST laws.

8.0 TERMS OF PAYMENT:

100% payment shall be made to you within 30 days on monthly bills for repaired Transformer at our workshop and on submission of your Bill duly certified by Engineer-in-charge.

9.0 JOINT INSPECTION:

In order to ascertain the suitability and economical viability of transformer for repairing joint inspection of Distribution transformer shall be carried out.

10.0 DELIVERY:

The transformer shall be repaired within 90 days from the date of receipt of conductor.

This is the maximum time which will be allowed after which the LD shall be

applicable. In one LOT maximum single phase transformers shall be 40 nos. and three phase transformers shall be 40 nos.

11.0 HUMAN RESOURCE ISSUES:

11.1 The CONTRACTOR would execute these works through their own resources.

11.2 The CONTRACTOR shall bear all expenses/cost to be incurred towards salary, allowances, perks, traveling allowances, advances, insurance, safety measures, security, transportation and all other misc. expenses etc. of their employees/ workmen during the tenure of AMC. Also, the CONTRACTOR shall be sole responsible for making payment for Hospitalization, Compensation thereof in case of any accident & injury.

11.3 The CONTRACTOR shall issue Identity Cards to their employees deployed for execution of the assigned works in the District with the consent of Engineer In charge.

11.4 The CONTRACTOR to deploy their manpower immediately for carrying out the work as specified above.

11.5 The CONTRACTOR should ensure that there are no disputes regarding service, payment etc of the persons engaged by him, anytime during the currency of the contract. At no point of time during the currency of contract, the CONTRACTOR's employees shall insist upon the COMPANY for employment, wages, and allowances or any other related matter, payment etc.

11.6 The CONTRACTOR shall not deploy the manpower below the age of 18 years.

11.7 The CONTRACTOR shall not deploy the female manpower between 7 PM to 6 AM.

11.8 The CONTRACTOR shall be directly responsible for any / all disputes arising between him and his persons and keep the COMPANY indemnified against all losses, damages and claims arising thereof. The CONTRACTOR shall resolve any dispute of their manpower. All the legal dues of their manpower is to be paid on due date or within 8 days on the termination of manpower.

11.9 All safety wears required for the CONTRACTOR's manpower during the execution of work such as safety shoes, safety helmets, hand gloves, safety belt, dust mask, goggles etc. must be provided by the CONTRACTOR at his own cost and he shall ensure that his employees regularly use such safety gears while executing COMPANY's work.

11.10 The CONTRACTOR shall be responsible for discipline of his manpower and shall adhere to the disciplinary procedure set by the COMPANY at site. The COMPANY shall be at liberty to object to the presence of any representative or employees of the CONTRACTOR at the site, if in the opinion of the COMPANY such manpower has done any act of misconduct or negligence or otherwise undesirable, then the CONTRACTOR shall remove such a person objected to and provide a competent replacement immediately.

11.11 The CONTRACTOR shall ensure that he has complied with the following:

- has paid minimum wages to his manpower as per the rate notified from time to time by the Government of National Capital Territory of Delhi.

- Contractor shall disburse the salary of his staff through ECS only. No payment by cheque / cash is acceptable.

11.12 Deduct and deposited ESI and PF contribution. Copies of the same shall be submitted.

11.13 The COMPANY reserves the right to demand the CONTRACTOR's services on holidays as well as beyond the normal working hours.

11.14 The CONTRACTOR will ensure that none of their person is engaged in any unlawful activities subversive of the COMPANY's interest failing which suitable action may be taken against the CONTRACTOR as per the terms and conditions of this tender.

11.15 The CONTRACTOR shall be liable for payment of all taxes and duties as applicable, to the State/ Central Govt. or any local authority.

11.16 The CONTRACTOR's employees shall not be treated as COMPANY's employees / persons for any purpose whatsoever & facilities/ benefits applicable to the COMPANY's employees shall not be applicable to CONTRACTOR's employees. If due to any reasons

whatsoever the COMPANY is made liable to meet any obligation under any of the laws & enactment etc, for any reason whatsoever the same shall be recovered from the CONTRACTOR or from any of the bills payable to him or failing which it shall be recovered as per law.

11.17 The CONTRACTOR shall be responsible and shall comply with the provision of all the STATUTORY ACTS APPLICABLE. Special attention of the CONTRACTOR is drawn towards the compliance of provision of the following statutes: (along with the latest amendments/additions):

11.17.1 The Child Labour (Prohibition and Regulation) Act, 1986.

11.17.2 The Contract Labour (Regulation and Abolition) Act, 1970.

11.17.3 The Employee's Pension Scheme, 1995.

11.17.4 The Employee's Provident Funds and miscellaneous provisions Act, 1952.

11.17.5 The Employees State Insurance Act, 1948.

11.17.6 The Industrial Disputes Act, 1947.

11.17.7 The Maternity Benefit Act 1961.

11.17.8 The Minimum Wages Act, 1948.

11.17.9 The Payment of Bonus Act, 1965.

11.17.10 The Payment of Gratuity Act, 1972.

11.17.11 The payment of Wages Act, 1936.

11.17.12 The Delhi Shops & Establishment Act, 1954.

11.17.13 The Workmen's Compensation Act. 1923.

11.17.14 The Employer's Liability Act, 1938

12.0 SUB-CONTRACTING/SUBLETTING:

CONTRACTOR shall not assign or transfer the whole or any part of this Work Order or any other benefits accruing there from nor shall it subcontract / sublet the whole or any part of the Works.

13.0 CONTRACT PERFORMANCE SECURITY BANK GUARANTEE:

13.1 CONTRACTOR shall furnish the Security Performance Bank Guarantee in the prescribed format (Appendix I) within 15 days from the date of issue of Order for due performance of the provisions of Work Order.

13.2 The Security Performance Bank Guarantee shall be of 5% of the yearly contract value and shall be valid till contract period, plus three (3) months towards claim period.

13.3 The Security Performance Bank Guarantee shall be issued from any nationalized bank/ scheduled bank as per company format.

13.4 The Company shall reserve the right to invoke the bank guarantee unconditionally and without recourse to the Contractor, if there is failure to perform any part of the Contract for whatsoever reason. This clause is pertaining to performance of contractual obligations and the decision of Company shall be final in this regard.

13.5 In the event, in Company sole judgment, the Contractor has fulfilled all its obligations under this Contract, Company shall release the security performance bank guarantee without interest, within seven (7) days from the last date up to which the performance bank guarantee is to be kept valid or if it is assessed by the Company that Contractor has not fulfilled its obligation then the performance bank guarantee shall be extended by the Contractor till that period as requested by the Company

14.0 GUARANTEE:

You shall guarantee for the repairing work carried out solely by you on the transformer for a period of 2 years from the date of handing over to workshop.

All repairs, modifications and replacements carried out by the Contractor to rectify any defects, deficiencies or damages shall be made to the satisfaction of the Company.

In case you failed to carry out repair within 60 days, we shall carry out the repairing at your cost.

15.0 LIQUIDATED DAMAGES:

The delivery period indicated above shall be firm. In case of a delay in repairing of the damaged transformer, for the reasons attributable to the Bidder, you shall be liable to pay us by way of liquidated Damages @ 1 % of the repairing cost of the individual Transformer for each weeks delay or part thereof subject to a maximum of 10%

16.0 STATUTORY OBLIGATIONS:

The Contractor shall take all steps as may be necessary to comply with the various applicable laws/rules including the provisions of contract labour (Regulation & Abolition Act) 1970 as amended, Minimum wages Act, 1984, Workman Compensation Act, ESI Act, PF Act, Bonus Act and all other applicable laws and rules framed there under



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including any statutory approval required from the Central/State Governments, Ministry of Labour. Broadly, the compliance shall be as detailed in ANNEXURE I enclosed.

Before commencing the work it would be mandatory for the Contractor to furnish the company the permanent PF code no and ESI of the employees.

17.0 WORKMEN COMPENSATION:

The Contractor shall take insurance policy at his own cost under the Workman Compensation Act to cover such workers who are not covered under ESI and PF by the CONTRACTOR however engaged to undertake the jobs covered under this order and a copy of this insurance policy will be given to Company for reference and records. This insurance policy shall be kept valid at all times. In case there are no worker involve other than those who are covered under ESI and PF by the CONTRACTOR, the CONTRACTOR shall certify for the same.

The CONTRACTOR shall keep the COMPANY indemnified at all times, against all claims of compensation under the provisions of Workmen Compensation Act 1923 as amended from time to time or any compensation payable under any other law for the time being involving workmen engaged by the CONTRACTOR in carrying out the job involved and against costs and expenses, if any, incurred by the COMPANY in connection therewith and without prejudice to make any recovery.

The COMPANY shall be entitled to deduct from any money due to or to become due to the CONTRACTOR, moneys paid or payable by way of compensation as aforesaid or cost or expenses in connection with any claims thereto and the CONTRACTOR shall abide by the decision of the COMPANY as to the sum payable by the CONTRACTOR

18.0 THIRD PARTY INSURANCE:

The Contractor shall, before the commencement of work, take a Third Party Insurance of an adequate value, at his own cost and expenses, securing all the risks/losses/damages which may be caused to any third party and/or BRPL and/or its employees/associates, because of the omission/performance of tasks by the contractor under this agreement. The full and final settlement of claims raised by third parties shall be the sole responsibility of the contractor without any liability to BRPL.

It is further agreed by the contractor that in case of defect/damage to the system because of default on the part of the contractor, the contractor shall, at its own cost, be liable to replace/rectify the same at the earliest or make good the loss suffered by BRPL.

19.0 ACCIDENTAL INSURANCE POLICY:

20.1) before commencing the execution of the work the CONTRACTOR shall take Accidental insurance policy for the staff engaged by him for this work to insure against any loss of life which may occur during the contract for the work of the COMPANY. The policy shall have coverage of Rs. 10 Lacs (Table C- Death + Permanent Total Disability + Partial permanent Disability due to external accidents). The Contractor shall be responsible for on the spot same day claim settlement with the victim's legal heirs without waiting for settlement by insurance claim without any liability on BRPL. The premium amount for such life cover policy shall be borne by the contractor. The contractor shall furnish copy of policy when demanded by the company.

19.2. GUIDELINES FOR WORKING IN COVID19 SITUATION:

Looking to the present Covid19 situation, Vendor will ensure that the work carried out in the field by their staff shall be as per the guidelines issued by BRPL & MHA from time to time. Further vendor shall be required to provide to their staff masks/ sanitizers/ all PPE required for working in Covid19 situation. The vendor shall further ensure to work as per the guidelines of BRPL Engineer in charge.

19.3. INSURANCE FOR COVID 19:

Before commencing the execution of the work the CONTRACTOR shall take insurance policy for covering death against Covid 19 for the staff engaged by him for this work to insure against any loss of life which may occur during the contract. The contractor has to take "No fault liability policy" which shall have coverage of Rs. 10 Lacs per employee. The Contractor shall be responsible for on the spot same day claim settlement with the victim's legal heirs without waiting for settlement by insurance claim without any liability on BRPL. The premium amount for such policy shall be borne by the contractor. The contractor shall furnish copy of policy when demanded by BRPL.

20.0 REPRESENTATION, WARRANTIES AND GUARANTEES:

The Contractor hereby represents warrants and guarantees that:

- i) It is a legally recognized entity under the laws of India;
- ii) The Contract contains valid and binding obligations and is enforceable in accordance with the terms hereof;
- iii) It has studied the technical feasibility, Site conditions and other prevailing conditions and all other operational details and based on these studies carried out, has agreed to provide to the Company the services as contemplated in this Contract;

(iv) It has appraised itself of all applicable rules and regulations, and shall at all times comply with such rules and regulations;

v) It shall procure vehicles and manpower suitable for the purposes of this Contract to render services as contemplated in this Contract;

vi) The Services would be conducted in a safe and efficient manner at the Site and at all times in compliance with Good Industry Practices and requirements of the Company.

vii) It shall duly pay the duties, taxes and levies as are set out in this Contract, which are to be paid by the Contractor;

There is no action, suit or proceeding, at law or in equity, or to the best of its knowledge, any official investigation before or by any governmental authority, arbitration tribunal or other body pending or, to the best of its knowledge, threatened against or affecting it or any of its property, rights or assets, which could reasonably be expected to result in a material adverse effect on its ability to perform its obligations under this Contract or on the validity or enforceability of this Contract;

21.0 COMPLIANCE OF APPLICABLE LABOUR LAWS INCLUDING SAFETY RULES AND REGULATIONS:

The CONTRACTOR confirms and undertakes to comply with all applicable Labour Laws/Model Standing Orders and other statutory provisions as applicable in discharging its functions and duties under these presents and under specific Work Orders and fully observe applicable safety rules and regulations. The CONTRACTOR will provide protective safety equipments to its employees / workmen deployed. It will be also obligatory on the CONTRACTOR to comply with all the statutory requirements related to work-permit, periodic testing of various tools and tackles, including lifting tools, EHV Training & Testing kits etc. The CONTRACTOR shall ensure adequate safety precautions at site as required under the law of the land and shall be entirely responsible for the complete safety of its workmen as well as other workers, public, equipment, structures etc. at site.

22.0 SAFETY CODE:

The Contractor shall ensure adequate safety precautions at site as required under the law of the land to facilitate safe working during the execution of work and shall be entirely

responsible for the complete safety of their workmen as well as other workers at site and premises during execution of contract.

The contractor shall observe the safety requirements as laid down in the contract and in case of sub-contract (only after written approval of company), it shall be the responsibility of main contractor that all safety requirements are followed by the employees and staff of the sub- contractor.

The Contractor must ensure that all safety wears required during the execution of work such as safety shoes, safety helmets, hand gloves, safety belt, goggles etc are used by his employee/representative while executing COMPANY's work.

The contractor employing two hundred employees or more, including contract workers, shall have a safety co-ordinator in order to ensure the implementation of safety requirements of the contract and a contractor with lesser number of employees, including contract workers, shall nominate one of his employees to act as safety co-ordinator who shall liaise with the safety officer on matters relating to safety and his name shall be displayed on the notice board at a prominent place at the work site.

The contractor shall be responsible for non-compliance of the safety measures, implications, injuries, fatalities and compensation arising out of such situations or incidents.

In case of any accident, the contractor shall immediately submit a statement of the same to the owner and the safety officer, containing the details of the accident, any injury or casualties, extent of property damage and remedial action taken to prevent recurrence and in addition, the contractor shall submit a monthly statement of the accidents to the owner at the end of each month.

23.0 ENVIRONMENTAL, HEALTH & SAFETY PLAN:

Contractor will make ensure that the Environment, Health & Safety (EHS) requirements are clearly understood and faithfully implemented at all levels at site as per instruction of Company. Contractors must comply with these requirements:

- (i) Comply with all of the elements of the EHS Plan and any regulations applicable to the work
- (ii) Comply with the procedures provided in the interests of Environment, Health and Safety
- (iii) Ensure that all of their employees designated to work are properly trained and competent
- (iii) Ensure that all plant and equipment they bring on to site has been inspected and serviced in accordance with legal requirement and manufacturer's or suppliers' instructions
- (iv) Make arrangements to ensure that all employees designated to work on or visit the site present themselves for site induction prior to commencement of work
- (v) Provide details of any hazardous substances to be brought

(vi) Ensure that a responsible person accompanies any of their visitors to site

All contractors' staff is accountable for the following:

1. Use the correct tools and equipment for the job and use safety equipment and protective clothing supplied, e.g. helmets, goggles, ear protection, etc. as instructed
2. Keep tools in good condition
3. Report to the Supervisor any unsafe or unhealthy condition or any defects in plant or equipment
4. Develop a concern for safety for themselves and for others
5. Prohibit horseplay
6. Not to operate any item of plant unless they have been specifically trained and are authorized to do so.

24.0 INDEMNIFICATION:

Contractor shall indemnify and save harmless COMPANY against and from any and all liabilities, claims, damages, losses or expenses arising due to or resulting from:

- a) any breach non-observance or non-performance by contractor or its employees or agents of any of the provisions of this Work Order.
- b) any act or omission of contractor or its employees or agents.
- c) any negligence or breach of duty on the part of contractor, its employees or agents including any wrongful use by it or them of any property or goods belonging to or by COMPANY. Contractor shall at all times indemnify COMPANY against all liabilities to other persons, including the employees or agents of COMPANY or contractor for bodily injury, damage to property or other loss which may arise out of or in consequence of the execution or completion of Works and against all costs charges and expenses that may be occasioned to COMPANY by the claims of such person.

25.0 ASSIGNMENT

This Contract shall not be assigned either fully or in part by any Party hereto to any third party without the consent, in writing, of the other Party and only upon such terms as are mutually agreed by both the Parties hereto, except that BRPL may, in whole or in part, assign this Contract to its Affiliates, without the prior written consent of Contractor. In the event this Contract is assigned under the terms of this Clause, the assignees of the respective Parties shall be bound by the terms and conditions of this Contract and shall, if deemed necessary by the Parties at the time of such assignment, undertake in writing to be so bound by this Contract.

26.0 GOVERNING LAWS AND JURISDICTION:

This proposed Agreement shall be construed in accordance with and governed by Laws of India. The courts of Delhi shall have the exclusive jurisdiction in all matters

27.0 ARBITRATION:

To the best of their ability, the parties hereto shall endeavor to resolve amicably between themselves all disputes arising in connection with the proposed Agreement. If the same remain unresolved, within fifteen (15) days of the matter being raised by either party, either party may refer the dispute for settlement by arbitration. The arbitration to be undertaken by a sole arbitrator to be appointed by the company. The decision of the arbitrator is final and binding upon both the parties. The arbitration proceeding shall be conducted in accordance with the provisions of the Indian Arbitration & Conciliation Act, 1996 and the venue of such arbitration shall be New Delhi only.

28. FORCE MAJEURE:**28.1 General:**

An “Event of Force Majeure” shall mean any event or circumstance not within the reasonable control, of the Party affected, but only if and to the extent that:

Such event or circumstance, despite the exercise of reasonable diligence, could not have been prevented, avoided or reasonably foreseen by such Party;

Such event or circumstance materially and adversely affects the ability of the affected Party to perform its obligations under this Contract, and the affected Party has taken all reasonable precautions, due care and reasonable alternative measures in order to prevent or avoid the effect of such event on the affected party’s ability to perform its obligations under this Contract and to mitigate the consequences thereof. For the avoidance of doubt, if such event or circumstance would not have materially and adversely affected the performance of the affected party had such affected party followed good industry practice, such event or circumstance shall not constitute force majeure.

Such event is not the direct or indirect result of the failure of such Party to perform any of its obligations under this Contract; and Such Party has given the other Party prompt notice describing such events, the effect thereof and the actions being taken in order to comply with Article 14.1

28.2 Specific Events of Force Majeure:

Subject to the provisions of Article 14.1, Events of Force Majeure shall include only the following to the extent that they or their consequences satisfy the above requirements:

The following events and circumstances:

Effect of any natural element or other acts of God, including but not limited to storm, flood, earthquake, lightning, cyclone, landslides or other natural disasters, and

Explosions or fires Public disorder, insurrection, ebllion, sabotage, riots or violent demonstrations of a local character; Declaration of the Site as war zone.

Any order, regulation, directive, requirement from any Governmental, legislative,

28.3 Notice of Events of Force Majeure

If a force majeure event prevents a party from performing any obligations under the Contract in part or in full, that party shall :

Immediately notify the other party in writing of the force majeure events within 2 working days of the occurrence of the force majeure event

Be entitled to suspend performance of the obligation under the Contract which is affected by force majeure event for the duration of the force majeure event

Use all reasonable efforts to resume full performance of the obligation as soon as practicable

Keep the other party informed of all such efforts to resume full performance of the obligation on a regular basis

Provide prompt notice of the resumption of full performance or obligation to the other party.

28.4 Mitigation of events of force majeure:

The Contractor shall:

(i) Make all reasonable efforts to prevent and reduce to a minimum and mitigate the effect of any delay occasioned by an Event of Force Majeure, including applying other ways in which to perform the Contract;

(ii) Use its best efforts to ensure resumption of normal performance after the termination of any Event of Force Majeure and shall perform its obligations to the maximum extent practicable as agreed between the Parties; and

(iii) Keep the Company informed at regular intervals of the circumstances concerning the event of Force Majeure, with best estimates as to its likely continuation and what measures or contingency planning it is taking to mitigate and or terminate the Event of Force Majeure.

28.5 Burden of proof:

In the event that the Parties are unable in good faith to agree that a Force Majeure event has occurred to an affected party, the parties shall resolve their dispute in accordance with the provisions of this Contract. The burden of proof as to whether or not a force majeure event has occurred shall be upon the party claiming that the force majeure event has occurred and that it is the affected party.

28.6 Terminations for certain events of force majeure:

If any obligation of any Party under the Contract is or is reasonably expected to be delayed or prevented by a Force Majeure event for a continuous period of more than 1 (one) month during the Term of the Contract the Contract shall be terminated at the



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discretion of the Company and neither Party shall be liable to the other for any consequences arising on account of such termination.

29.0 RISK & COST:

If the Contractor fails to execute the work as per specification / as per the direction of Engineer's In-charge within the scheduled period and even after the extended period, the contract shall got cancel and company reserves the right to get the work executed from any other source at the Risk & Cost of the Contractor. The Extra Expenditure so incurred shall be debited to the Contractor.

30.0 SECRECY CLAUSE:

The technical information, drawing and other related documents forming part of order and the information obtained during the course of investigation under this order shall be the COMPANY's exclusive property and shall not be used for any other purpose except for the execution of the order. The technical information drawing, records and other document shall not be copied, transferred, or divulged and/or disclosed to third party in full/part, not misused in any form whatsoever except to the extent for the execution of this order. These technical information, drawing and other related documents shall be returned to the COMPANY with all approved copies and duplicates including drawing/plans as are prepared by the Contactor during the executions of this order, if any, immediately after they have been used for agreed purpose.

In the event of any breach of this provision, the contractor shall indemnify the COMPANY against any loss, cost or damage or claim by any party in respect of such breach

31.0 NOTICE:

All notices required or provided for in this Agreement shall be in writing and shall be deemed to have been duly and properly served upon the parties hereto if delivered against acknowledgement or by registered mail with acknowledgement due at the address mentioned herein:

Head of Department

Contracts & Material Deptt.
BSES Rajdhani Power Ltd
I Floor, "C" Block, BSES Bhawan
Nehru Place
New Delhi-110019

32.0 AMENDMENT:

Any modification, amendment or other change to this Agreement shall be affected only by a written instrument signed by the authorized representatives of both the COMPANY and the CONTRACTOR.

33.0 CLEANLINESS & PRECAUTIONS TO BE TAKEN WHILE DOING WORK AT SITE TO PREVENT DUST POLLUTION:

All debris shall be removed and disposed of at assigned areas on daily basis. Surplus excavated earth shall be disposed of in an approved manner. In short, the contractor shall be fully responsible for keeping the work site clean at all times. In case of non-compliance, company shall get the same done at Contractor's risk and costs.

While carrying out any civil work including road/ pit digging, plinth/ fence making, road restoration etc contractor shall adhere to below mentioned guidelines.

1. No construction material/ debris shall be stored on metalled road.
2. Wind breakers of appropriate height on all sides of ear marked area using CGI sheets shall be raised to ensure that no construction material dust fly outside ear marked area.
3. The construction material i.e. coarse sand, stone aggregates, excavated earth, cement and any other material to and from the site shall be transported under wet and covered condition to ensure their non-slippage en-route to avoid air contamination.
4. The contractor shall provide mask and helmet to every worker working on the construction site and involved in loading/unloading and carriage of construction material and construction debris to prevent inhalation of dust particles.
5. Over loading of vehicles shall be strictly prohibited
6. The construction material at site shall be stored under wet and covered condition.
7. The dumping sites for temporarily storing the excavated earth shall be properly leveled, watered and rehabilitated by plantation to avoid flying of dust.
8. The worker at the site shall be sensitized to adopt / observe the dust controlled measures in true spirit.
9. If any C&D waste is generated at site the same will be transported to the C&D waste site only and the record for the same will be maintained by the agency.
10. Wet jet in grinding and stone cutting is being permitted at site.
11. The necessary record for dust control is being maintained by the department on day to day basis and being monitored regularly.

The Execution vendors shall be responsible for all the preventive and protective environmental steps as per guidelines. Any violations from the above guidelines have been viewed very seriously by the authorities. Concerned agency is liable for the penalties / other action by the authorities, The Agency shall indemnify BRPL from all liabilities on this account.

34.0 GUIDELINES REGARDING INSPECTION & MAINTENANCE OF PITS/ DUG AREA WHILE DOING WORK AT SITE IN BRPL AREA:

The contractor shall ensure strict compliance of the following directions:

- a) The sites of all manholes, pits, holes, tanks or any other opening in the ground of any kinds shall be regularly inspected and maintained.
- b) Schedule and protocols of inspections and maintenance shall be drawn up and notified to BRPL.
- c) These sites shall be cordoned off to render them inaccessible to the public.



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d) The existence of these sites shall be clearly & visibly marked by the display of signboards/signages.

e) If they are required to be covered, it shall be ensured that the covers are in place. The Execution vendors shall be responsible for all the preventive and protective environmental steps as per guidelines.

Any violations from the above guidelines have been viewed very seriously by the authorities. Concerned agency is liable for the penalties / other action by the authorities, The Agency shall indemnify BRPL from all liabilities on this account.

35.0 NON-EXCLUSIVITY:

The award of this order to the Contractor shall not preclude the Company from awarding the same order for similar work at the same rates, or on any terms and conditions to other party or parties. The Company at its description places the order on any other party.

36.0 TERMINATION:

During the course of the execution, if at any time the COMPANY observe and forms an opinion that the work under the order is not being performed satisfactory and the performance of the CONTRACTOR not found satisfactory, the COMPANY reserves its right to cancel/ terminate this Agreement giving 30 days notice without assigning any reason and the COMPANY will recover all damages including losses occurred due to loss of time from the CONTRACTOR. On receipt of such notice the CONTRACTOR shall immediately stop all activities related to the work terminated. This is without prejudice to other rights under the terms of contract. The CONTRACTOR shall hand over the COMPANY all drawing/documents prepared for this contract up to the date of cancellation of order.

The Contract can be terminated by either party by giving to the other one month's notice thereof. The Company reserves the right to terminate the contract without notice in case of unsatisfactory work or non-compliance with any of the above stated terms.

37.0 Vendor Code of Conduct:

Contractor confirms to have gone through the Policy of BRPL on legal and ethical code required to be followed by contractor encapsulated in the "Vendor Code of Conduct" displayed on the official website of BRPL (www.bsedelhi.com) also, which shall be treated as a part of the contract.

Contractor undertakes that he shall adhere to the Vendor code of Conduct and also agrees that any violation of the Vendor Code of Conduct shall be treated as breach of the contract.

In event of any such breach, irrespective of whether it causes any loss/damage, company (BRPL) shall have the right to recover loss/damage from Contractor.

The Contractor hereby indemnifies and agrees to keep indemnified the company (BRPL) against any claim/litigation arising out of any violation of Vendor Code of Conduct by the Contractor or its officers, agents & representatives etc.

38. ID CARD:

No contractor will issue any ID cards to their staff on their own .All ID Cards for the workforce will be issued by BRPL Security ID Card Cell only. Contractors should maintain the records of Identity Cards of their employees and whenever any employee quits / is removed then his/her Identity card should be collected & submitted to BRPL Security ID Card Cell. Penalty will be imposed on the vendor in case of violation of the above rule. Contractors shall submit the detail list of the employees that they are going to be hire to BRPL Security before start of the contract.

The detailed penalty clause related to employee's ID card shall be as under:

39.1 It is agreed by the vendor that within five (5) days from the commencement of agreement/ date of award of work order/ date of renewal of agreement, the vendor shall be bound to intimate BRPL the details of manpower deputed by vendor for the performance of task under this agreement in an agreed format, the draft of the same is attached to this agreement and marked as SCHEDULE-1.

39.2 It is agreed by the vendor that in case of change of manpower deputed by the vendor under this instant agreement, the vendor shall promptly but not later than twenty four (24) hours of such change intimate BRPL in writing about the said change and submit the revised details in the format as specified in SCHEDULE-1.

39.3 It is further agreed by the vendor that it shall promptly but not later than seven (7) working days from the commencement of agreement/ date of award of work order/ date of renewal of agreement, ensure the issuance of the photo identity cards, issued by BRPL Security, to all the personnel deputed by the vendor. The ID Cards shall also bear the name of the employer/ vendor, the contact details of the personnel and the employer and shall ensure that all the personnel, during the performance of task under the agreement, shall wear/ display those ID Cards.

39.4 That in addition to the events of default as specified above, it has been agreed by the parties to the agreement that the following events shall also be counted as events of default and the vendor shall ensure not to commit the same:

39.4.1 # of staff found working without valid ID Cards (ID Cards issued by BRPL Security) / Not carrying ID cards to the workplace

39.4.2 # of staff carrying validity lapsed (expired) ID Cards as against the number of staff billed for

39.4.3 # of staff found carrying vendor issued ID Cards, instead of through BRPL Security – Vendors cannot issues ID cards for the manpower deployed on BRPL work.

That the failure by the vendor in compliance of the terms stated in section 1.4 above and/ or the commission of defaults as notified above, i.e. non issuance of ID Cards, non-display



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of ID Cards by the personnel of the vendor and/ or the commission of any of the defaults, shall attract an agreed penalty for the sum of Rs. 1000 per person per day and the same shall be deducted from the monthly bill of the vendor without any advance intimation to vendor by BSES.

Certification of penalty (defaults and sum penalized) shall be through BRPL Security, along with intimation to concerned User Department, C&M, F&A. A notice shall be sent to vendor/ agency

39.5 That in addition to the penalty as specified above, in case of the occurrence of any blacklisted manpower during enrolment (proposed by vendor, identified by BRPL Security or through system-based verification) or found working on the field shall incur a penalty of 1% or Rs Fifty Thousand (50000), whichever is lower, from the monthly bill of the vendor.

39.5.1 Even for 1 blacklisted staff identified

39.5.2 Security shall share list of blacklisted staff with BRPL Vigilance, C&M and VSC departments

39.5.3 VSC shall share the list with respective vendors.

39.5.4 New vendors shall not be penalized for enrolment of blacklisted staff through BRPL Security. However, subsequent enrolment proposal will come under penalty.

39.6 It is further agreed that in case of repeated default as specified above, beyond 6 months, the same, without prejudice to other penalties/ remedies that can be resorted under the terms of this agreement, shall attract the encashment of the 50% of the BG amount of the vendor by BRPL as additional penalty. It is agreed by the vendor that the encashment of 50% of the sum is recorded as pre-agreed liquidated damages and the vendor, shall not be having any right to dispute/ deny the same.

39.7 It is further agreed by the vendor that the imposition of penalty and the quantum thereto shall be the sole jurisdiction of BRPL and no claim/ dispute by Vendor, challenging the imposition of penalty and/ or the quantum thereto shall be maintainable.

BRPL may review/revise ID card Policy including penalty which would be implemented during the tenure of contract. This shall be at the sole discretion of BRPL and contractor shall fully comply with this at every stage.

39.0 ACCEPTANCE:

Acceptance of this order implies and includes acceptance of all terms and conditions enumerated in this work order in the technical specification and drawings made available to

you, detailed scope of work, detailed technical specification & detailed equipment, drawing. Complete scope of work and the Contractors and Company's contractual obligation are strictly limited to the terms set out in the order. No amendments to the concluded order shall be binding unless agreed to in writing for such amendment by both the parties.

However, during the course of the execution of the order if at any time the Company's representative observe and form an opinion that the work under the order is not being performed in accordance with the terms of this work order, the Company reserves its right to cancel this work order forthwith without assigning any reason and the Company will recover all damages including losses occurred due to loss of time from the contractor.

SECTION – IV: COMPLETE SCOPE OF WORK

ANNEXURE-I

(i) SCOPE OF WORK FOR REPAIRING

A) Scope of work for repairing work from 16 kVA to 1600 kVA

The scope of work shall be as under:

(i) Fabrication of LV & HV Coil complete with insulation

The scope shall include fabrication of LV & HV coils complete with proper insulation (To provided by Vendor) be as per the requirement.

(ii) Repairing:-

1. Joint physical verification & shifting of Repairable declared transformer from Store Yard to Workshop Yard for Repairing.
2. Draining of Transformer Oil, Dismantling of HV & LV bushing/Metal parts, Opening & lifting of Top cover & other accessories, Untanking & shifting of core coil assembly.
3. Dismantling of tap changer.
4. De- brazing of Neutral bus bar, LV terminals, delta connection and interconnection of HV coil discs.
5. Dismantling of Top Yoke of core.
6. Lifting & separation of HV and LV coils for weighing.
7. Joint inspection for recording Design of Old HV & LV coil & core.
8. If the Transformer declared Non repairable on the basis of design & other physical condition, than re-assembling of core coil assembly, fitting of accessories, top cover etc as per requirement & shifting of transformer to store Yard.
9. Filling of top core for pre core loss measurement before committee inspection.
10. Weighing of Old HV & LV coil for committee inspection.
11. Joint inspection for recording Design of new HV & LV coil.
12. Core cleaning & assembling of HV & LV Leg coil, the scope shall include assembling of HV & LV leg coil with providing proper insulation as per requirement like -

Cotton Tape, Bovin Tape, Bakelite Tube 10mm / 12mm / 8mm / 6mm, Insulation Paper 4mil/10mil/20 mil, Glass Sleeve 3mm/4mm/6mm/8mm/10mm, Press Board 1mm/1.5mm/3mm, Spacer/Runner, P80 Gum, Fiber Bakelite Tube, Crepe Paper, Asbestos Sheet, Steel Strap, Strip Locks, Epoxy(DDP) Paper 5 Mil & 10 mil, Cello Tape, Wax, Millimax Paper, Thermally upgraded paper

Vendor to use good quality of insulating material & provide test certificate & source of supply of the Insulating Material.

13. Core Lamination should be checked & cleaned properly with saw dust & cotton dhoti, if there is any damage or heating found in core lamination than varnishing of core lamination.
14. Proper drying of all replaced papers should be ensured while carrying out the Job.
15. Filling of 50% core & testing of turn ratio & Magnetizing current.
16. Complete filling of core & testing of Magnetizing current.
17. Testing of Vector group.
18. Re brazing of delta connection, interconnection of HV discs, Tapping connection, LV Neutral bus bar and LV terminals.
19. Assembly & mounting of tap changer & connecting with tapping leads.
20. Tap changers tapping connection should be properly tightened & spring tension of tap changers rings to be check before use.
21. The operation of the tap changer should be checked properly to ensure proper operation of the same at all tap positions. The no-load voltage at different tap positions should be as per the specified value with the permissible tolerance. The tap position should be brought down to normal tap by lowering the tap and its operation should be checked & finally tap changer handle to be locked at rated tap with bolt.
22. Insulation of HV leads, Delta leads, tapping leads, LV terminals and neutral bus bar with crepe paper, cotton & Bovin tape, Providing of Bakelite tubes, glass sleeves in tapping leads, delta leads & HV leads.
23. The entire paper of the tie rod shall be removed & replaced with new paper.
24. Thoroughly tightening/clamping of core coil assembly.
25. Intermediate testing of core coil assembly before ovening.
26. The complete Core & winding shall be given hot oil bath. Complete coil is to be flushed properly to remove dust.

27. The complete core coil assembly shall be kept in the oven, daily IR value monitoring and shall be taken out when the satisfactory IR values are achieved.
28. Cleaning of Transformer tank, Conservator, HV & LV bushing/metal parts, Cleaning of Radiators with hot oil.
29. If the Paint of inside Tank, conservator is not in good condition than, Complete tank and conservator to be cleaned with emery paper and the original old paint shall be removed. Primer shall be applied on the complete body and radiator before applying the final paint. The final paint thickness shall not be less than 80 micron with the glossy finish.
30. Fabrication work in conservator tank for MOG fitting for the rating ≥ 400 kVA.
31. Welding of all Radiator Plugs if available.
32. Removing of gasket with proper tools at every gasket location i.e at Top cover, HV & LV bushings, conservator plate, explosion vent diaphragm, inspection plate & Radiator.
33. Gasket cutting of Top cover, HV & LV bushings, conservator plate, explosion vent diaphragm, inspection plate & Radiator etc.
34. All gaskets to be changed.
35. Replacement of gasket and oil level indicator of conservator.
36. Replacement of radiators valve gaskets, top cover gasket
37. Replacement of diaphragm and gasket of explosion vent.
38. Replacement of Oil seal of Tap changer operating shaft.
39. Replacement of O rings and gaskets of HV & LV bushing.
40. Servicing of Top and bottom filter valve, radiator valves & Radiator Fins.
41. All types of bushing shall be checked for hair crack and damages and it shall be replaced wherever required. The method of checking the hair crack shall be that the bushing shall be kept in water for more than a day and the megger value should not decrease.
42. In case of bushing having damage, it should be changed to new one.
43. The insulator shall be cleaned properly.
44. Replacement of HV, LV Metal Parts, nut bolts etc.
45. Converting of non conventional type HV & LV bushings & Metal part to conventional Type.
46. Servicing of accessories and its replacement as per requirement.
47. Servicing of Top and bottom filter valve, radiator valves & Radiator Fins.
48. Assembling of radiators, Tanking of core coil assembly.

49. Refitting of Top cover, explosion vent, HV & LV metal Part & conservator.
50. The oil shall be filtered till required BDV is achieved
51. Topping up of oil in conservator.
52. The silica gel shall be replaced and the bottom cup of the silica gel should be filled with oil.
53. Each earthing point to be checked and it should be free from the paint. Suitable arrangement must be made available for proper connection of the 50x6 strip or earthing jumper for earthing.
54. The diaphragms of the explosion vent should be checked and if found broken, should be replaced.
55. Cross checking of Oil Temperature Indicator (OTI) and calibrate the same if OTI exists on transformer.
56. The wheels of the transformer should be checked for proper movement.
57. Checking of MOG Operation by draining & filling of Oil prior to final testing.
58. Shifting of Transformer to testing Yard.
59. Enclosure fitting in Bottom valve through tag welding & shifting of Transformer from Workshop to Store Yard after painting.
60. Supply & fixing of name plate.
61. Supply & fixing of conservator, Radiator if found damaged.
62. Conversion of welded top cover to nut bolt type (Supply, fabrication & fitting).
63. Supply & Fabrication of HT & LT cover box.
64. Where ever Gas cutting, Welding, Brazing work is required on transformer and its accessories. Contractor shall use commercial gas cylinder with proper measure of safety & security of man and material from fire, while carrying out gas cutting welding, brazing work on transformers, its accessories and shall comply the relevant provision of Rules / Relegations as specified in the relevant ISS.
65. Providing petty Material, if required for Repairing.
66. Inspection of Ready for issue Transformer laying at Store location & IR value checking of Vendor Repaired & new Transformer.
67. If there is an abnormality observed at site in Repaired DT, than Vendor has to attend under warranty period at site.
68. Cleaning of Workshop yard & shed, by using saw dust, other material & cleaning (Maintaining 5S).
69. Rremoval of inter turn/layer insulation, spacers, runners etc. from the defective/scrap coils.
70. Providing man power for Material Management at store & sub store.

71. Providing man power for shifting of petty material from different store (Once in a month)

(iii) Testing:-

a) Testing of core coil assembly : Providing technician for conducting the following test -

Testing of IR value

Testing of Turn ratio.

Testing of Magnetic balance.

Testing of Magnetizing current.

Testing of winding Resistance.

Testing of pre core load loss test.

b) Testing of Transformer - Providing technician for conducting the following test

Testing of IR value

Turn Ratio Test

Winding Resistance Test

Magnetic Balance Test

Vector Group

Load loss Test

No Load loss Test

Double Voltage Double frequency Test.

High Voltage Test

BDV Test

Pressure Test

Transformer to be accepted, if cleared the entire test & value as per the BSES specification.

iv) Painting-

Proper cleaning of surface with Iron brushes & cotton dhoti. Paint shall be provided by BSES. Vendor to provide Painter & Spray Machine for completion of job.

(v) Hazardous waste handling, storage & disposal: -

1) Hazardous waste generated during repairing, like – oil soaked cork gaskets, neoprene oil seals, paper insulation, cotton tape, bovin tape, plastics wrap of conductor real, pressboard, Bakelite tube, glass sleeves, insulator etc., to be properly segregated, store & dispose off for incineration to Bharat oil Ghaziabad (pollution control board approved)

- 2) Oil generated from the transformer to be collected in drums, useful oil to be reused after filtration in Transformer & scrap oil to be filled in Oil storage tank for segregation of water & sludge.
- 3) Segregated water to be disposed off to Bharat oil Ghaziabad (pollution control board approved) for incineration.
- 4) Vendor of Workshop to provide Manpower for the said activity & have authorization of handling the hazardous Waste.

(vi) Scrap Material handling, storage, segregation & shifting to scrap store: - Scrap Material generated during Repairing like Metal Parts, Iron, Oil level indicator, Breather etc., to be properly stored, segregation (i.e brass & copper from metal parts, tap changer Bakelite & brass nut etc.) & providing vehicle for shifting to scrap store.

Vendor to provide man power for the above said activity.

(vii) Shifting of Material required for Repairing from different store to workshop- Vendor to provide man power along vehicle for shifting of material, oil etc. required for Repairing & other from different store to Workshop as per requirement.

ANNEXURE –II

(ii) SCOPE OF WORK FOR SERVICING:

A) Servicing :-

(i) Servicing of the Oil type distribution transformers from 16 KVA to 1600 kVA

The scope of work shall be as under:

1. Joint physical verification of Transformer at Store Yard & shifting of Transformers from Store Yard to Workshop for Testing & inspection.
2. Complete physical inspection & photography of Transformers.
3. Draining of Transformer Oil, Dismantling of HV & LV bushings, radiators, Opening & Lifting of Top Cover, Un tanking of Core Coil assembly
4. Initial testing of Transformer.
After performing initial testing and physical inspection, if it is concluded that transformer is not faulty; the transformer will be given for servicing. If it is concluded that transformer is faulty; the transformer should be segregated for repairs.
5. After removing the top cover & un tanking of core coil assembly, if the sludge is found in between the windings & core, windings & core shall be cleaned properly with hot oil before putting it in the oven.
6. All spacers shall be checked properly for any deformation. If any spacer is found displaced the same shall be put at the proper place by loosening the top bolt. If required the press board should be changed.
7. If there is any slight deformation in the coil the same shall be corrected.
8. The complete Core & winding shall be given hot oil bath. Complete coil is to be flushed properly to remove the entire carbonized portion.
9. The top yoke shall be checked for any kind of weld and burnt marking.
10. The complete core coil assembly shall be kept in the oven, daily IR value monitoring and shall be taken out when the satisfactory IR values are achieved.
11. The entire paper of the tie rod shall be removed and new paper wrapped.
12. The connection between the windings and bushings to be checked.

13. All spacers should be checked for proper alignment and strength.
14. Binding between the winding layers to be checked and if loosened shall be taken proper care.
15. Proper drying of all the replaced papers should be ensured while carrying out the job.
16. Re insulation of HV leads, LV terminals and neutral bus bar with crepe paper tape, Providing of Bakelite tubes in tapping leads.
17. Complete cleaning of the tap changer jumper connection should be properly done.
18. Checking of tap changer Ring, studs & spring.
19. If the spring tension of tap changer ring found loose or ring/stud found melted than replaced with new tap changer.
20. If HV lead, tapping lead, LV Flexible found broken/melted than required brazing to be done for completing the Job.
21. Paper of all the tapping leads is to be changed with the good quality crepe papers the test certificate and sources of the papers shall be scrutinized by BSES.
22. The operation of the tap changer should be checked properly to ensure proper operation of the same at all tap positions. The no-load voltage at different tap positions should be as per the specified value with the permissible tolerance. The tap position should be brought down to normal tap by lowering the tap and its operation should be checked & finally tap changer handle to be locked at rated tap with bolt.
23. Removing of gasket with proper tools at every gasket location i.e at Top cover, HV & LV bushings, conservator LV plate, explosion vent diaphragm, inspection plate & Radiator.
24. Cleaning of Transformer tank, Conservator, HV & LV insulators, Cleaning of Radiators with hot oil.
25. If the Paint of inside Tank, conservator is not in good condition than, Complete tank and conservator to be cleaned with emery paper and the original old paint shall be removed. Primer shall be applied on the complete body and radiator before applying the final paint. The final paint thickness shall not be less than 80 micron with the glossy finish.
26. Fabrication work in conservator tank for MOG fitting for the rating ≥ 400 kVA.
27. Welding of all Radiator Plugs if available.
28. Replacement of gasket and oil level indicator of conservator, Replacement of radiators valve gaskets, top cover gasket,

29. Replacement of diaphragm and gasket of explosion vent, Replacement of Oil seal of Tap changer operating shaft, Replacement of O rings and gaskets of HV & LV bushing assembly.
30. All types of bushing shall be checked for hair crack and damages and it shall be replaced wherever required. The method of checking the hair crack shall be that the bushing shall be kept in water for more than a day and the megger value should not decrease.
31. In case of bushing having damage, it should be changed to new one.
32. The insulator shall be cleaned properly.
33. Replacement of HV, LV Metal Parts, nut bolts etc.
34. LT terminal connection and bus bars: Check the tightness of the bolted electrical connection at the cable connection and check for proper sealing.
35. Servicing of accessories and its replacement as per requirement.
36. Gasket cutting of Top cover, HV & LV bushings.
37. All gaskets to be changed.
38. The silica gel shall be replaced and the bottom cup of the silica gel should be filled with oil.
39. The oil shall be filtered till required BDV is achieved
40. Servicing of Top and bottom filter valve, radiator valves & Radiator Fins.
41. Each earthing point to be checked and it should be free from the paint. Suitable arrangement must be made available for proper connection of the 50x6 strip or earthing jumper for earthing.
42. The diaphragms of the explosion vent should be checked and if found broken, should be replaced.
43. Cross checking of Oil Temperature Indicator (OTI) and calibrate the same if OTI exists on transformer.
44. The wheels of the transformer should be checked for proper movement.
45. Assembling of radiators, Tanking of core coil assembly, Refitting of Top cover, explosion vent
46. Converting of non conventional type HV & LV bushings & Metal part to conventional Type.
47. Checking of MOG Operation by draining & filling of Oil prior to final testing.
48. Topping up of oil in conservator.
49. Filtration of transformer oil till final IR & BDV is achieved.

50. Where ever Gas cutting, Welding, Brazing work is required on transformer and its accessories. Contractor shall use commercial gas cylinder with proper measure of safety & security of man and material from fire, while carrying out gas cutting welding, brazing work on transformers, its accessories and shall comply the relevant.
51. Final Testing of transformer - All routine tests as per IS 2026 and IEC-76 shall be conducted.
 - IR value not less than 2000 M at 30 Deg centigrade.
 - PI value not less than 1.2.
 - Oil BDV minimum 60 kV.
 - Magnetic balance and magnetizing current check.
 - Ratio Test, Short Circuit test, Winding resistance test, HV test, DVDF test.
52. However, work carried out for individual Dist. Transformer shall be as per the actual requirement of Transformer.
53. Petty material required for Servicing.
54. If there is a Minor turn to turn fault in Winding than Vendor has to rectify this under Servicing process.
55. Inspection of Ready for issue Transformer laying at Store location once in a month.
56. If there is an abnormality observed at site in Serviced DT, than Vendor has to attend at site within 1 Year of Installation.
57. Cleaning of Workshop yard & shed, by using saw dust, other material & cleaning (Maintaining 5S).
58. Enclosure fitting in Bottom valve through tag welding & shifting of Transformer from Workshop to Store Yard after painting.
59. Supply & fixing of name plate.
60. Supply & Installation of conservator, Radiator if found damaged.
61. Conversion of welded top cover to nut bolt type (Supply, fabrication & fitting).
62. Supply & Fabrication of HT & LT cover box.
63. Installation of drain valve enclosure.
64. Installation of LV cable support.
65. Providing extra crane, if require
66. Providing man power for Material Management at store & sub store.
67. Providing man power for shifting of petty material from different store (Once in a month)

(ii) Scope of work for partial servicing of transformers:

1. Joint physical verification of Transformer at Store Yard & shifting of Transformers from Store Yard to Workshop for Testing & inspection.
2. Complete physical inspection & photography of Transformers.
3. Draining of Transformer Oil upto LV bushings, Dismantling of HV & LV bushings, Opening & Lifting of Top Cover, Un tanking of Core Coil assembly
4. Lifting of core coil assembly
5. Physical inspection of core coil assembly
6. Initial testing of Transformer.
After performing initial testing and physical inspection, if it is concluded that transformer is not faulty; the transformer will be given for servicing. If it is concluded that transformer is faulty; the transformer should be segregated for repairs.
7. After removing the top cover & un tanking of core coil assembly, if the sludge is found in between the windings & core, windings & core shall be cleaned properly with hot oil before putting it in the oven.
8. All spacers shall be checked properly for any deformation. If any spacer is found displaced the same shall be put at the proper place by loosening the top bolt. If required the press board should be changed.
9. If there is any slight deformation in the coil the same shall be corrected.
10. The top yoke shall be checked for any kind of weld and burnt marking.
11. The entire paper of the tie rod shall be removed and new paper wrapped.
12. The connection between the windings and bushings to be checked.
13. All spacers should be checked for proper alignment and strength.
14. Binding between the winding layers to be checked and if loosened shall be taken proper care.
15. Re insulation of HV leads, LV terminals and neutral bus bar with crepe paper tape, Providing of Bakelite tubes in tapping leads.
16. Complete cleaning of the tap changer jumper connection should be properly done.
17. Checking of tap changer Ring, studs & spring.
18. If the spring tension of tap changer ring found loose or ring/stud found melted than replaced with new tap changer.
19. If HV lead, tapping lead, LV Flexible found broken/melted than required brazing to be done for completing the Job.

20. Paper of all the tapping leads is to be changed with the good quality crepe papers the test certificate and sources of the papers shall be scrutinized by BSES.
21. The operation of the tap changer should be checked properly to ensure proper operation of the same at all tap positions. The no-load voltage at different tap positions should be as per the specified value with the permissible tolerance. The tap position should be brought down to normal tap by lowering the tap and its operation should be checked & finally tap changer handle to be locked at rated tap with bolt.
22. Removing of gasket with proper tools at every gasket location i.e at Top cover, HV & LV bushings, conservator plate, explosion vent diaphragm, inspection plate
23. Cleaning of Transformer tank, Conservator, HV & LV insulators, Cleaning of Radiators with hot oil.
24. If the Paint of inside Tank, conservator is not in good condition than, Complete tank and conservator to be cleaned with emery paper and the original old paint shall be removed. Primer shall be applied on the complete body and radiator before applying the final paint. The final paint thickness shall not be less than 80 micron with the glossy finish.
25. Fabrication work in conservator tank for MOG fitting for the rating ≥ 400 kVA.
26. Welding of all Radiator Plugs if available.
27. Replacement of gasket and oil level indicator of conservator, top cover gasket,
28. Replacement of diaphragm and gasket of explosion vent, Replacement of Oil seal of Tap changer operating shaft, Replacement of O rings and gaskets of HV & LV bushing assembly.
29. All types of bushing shall be checked for hair crack and damages and it shall be replaced wherever required. The method of checking the hair crack shall be that the bushing shall be kept in water for more than a day and the megger value should not decrease.
30. In case of bushing having damage, it should be changed to new one.
31. The insulator shall be cleaned properly.
32. Replacement of HV, LV Metal Parts, nut bolts etc if require.
33. LT terminal connection and bus bars: Check the tightness of the bolted electrical connection at the cable connection and check for proper sealing.
34. Servicing of accessories and its replacement as per requirement.
35. Gasket cutting of Top cover, HV & LV bushings.
36. All gaskets to be changed.

37. The silica gel shall be replaced and the bottom cup of the silica gel should be filled with oil.
38. The oil shall be filtered till required BDV is achieved
39. Each earthing point to be checked and it should be free from the paint. Suitable arrangement must be made available for proper connection of the 50x6 strip or earthing jumper for earthing.
40. The diaphragms of the explosion vent should be checked and if found broken, should be replaced.
41. Cross checking of Oil Temperature Indicator (OTI) and calibrate the same if OTI exists on transformer.
42. The wheels of the transformer should be checked for proper movement.
43. Tanking of core coil assembly, Refitting of Top cover, explosion vent
44. Converting of non conventional type HV & LV bushings & Metal part to conventional Type.
45. Checking of MOG Operation by draining & filling of Oil prior to final testing.
46. Topping up of oil in conservator.
47. Filtration of transformer oil till final IR & BDV is achieved.
48. Where ever Gas cutting, Welding, Brazing work is required on transformer and its accessories. Contractor shall use commercial gas cylinder with proper measure of safety & security of man and material from fire, while carrying out gas cutting welding, brazing work on transformers, its accessories and shall comply the relevant.
49. Final Testing of transformer - All routine tests as per IS 2026 and IEC-76 shall be conducted.
 - IR value not less than 2000 M at 30 Deg centigrade.
 - PI value not less than 1.2.
 - Oil BDV minimum 60 kV.
 - Magnetic balance and magnetizing current check.
 - Ratio Test, Short Circuit test, Winding resistance test, HV test, DVDF test.
50. However, work carried out for individual Dist. Transformer shall be as per the actual requirement of Transformer.
51. Petty material required for Servicing.
52. Inspection of Ready for issue Transformer laying at Store location once in a month.

53. If there is an abnormality observed at site in Serviced DT, than Vendor has to attend at site within 1 Year of Installation.
54. Cleaning of Workshop yard & shed, by using saw dust, other material & cleaning (Maintaining 5S).
55. Enclosure fitting in Bottom valve through tag welding & shifting of Transformer from Workshop to Store Yard after painting.
56. Supply & fixing of name plate.
57. Supply & Installation of conservator, Radiator if found damaged.
58. Conversion of welded top cover to nut bolt type (Supply, fabrication & fitting) if require.
59. Supply & Fabrication of HT & LT cover box.
60. Installation of LV cable support.
61. Providing extra crane, if require
62. Providing man power for Material Management at store & sub store.
63. Providing man power for shifting of petty material from different store (Once in a month)

(iii) Scope of work for servicing of DRY Type transformers:

1. Opening of enclosure.
2. Cleaning of core coil assembly.
3. Cleaning of HV, LV insulators, lightening arresters.
4. Cleaning of Relay panel boxes.
5. Replacement of gasket of neutral bushing.
6. Replacement of gasket of bushing connecting Earthing bus bar with Lightning arresters.
7. Replacement of neutral bushing, Earthing connection bushing.
8. Providing & fitting Earthing bus bar if required.
9. Providing & fitting Lightning arresters bus bar if required.
10. Replacement of support insulators if required.
11. Replacement of window glass and its gaskets if required.
12. Replacement of Lightning arresters is required.
13. Providing & Fitting base cover if required
14. Cleaning of enclosure.
15. Closing of enclosure.
16. Cutting, Welding, Brazing work on transformer.
17. Supply & fixing of name plate.
18. Minor Repairing work in tapping link is in scope of Vendor.

B. Painting (i, ii, iii)

Proper cleaning of surface with Iron brushes & cotton dhoti. Vendor to provide Painter & Spray Machine for completion of job

C. Testing of trf (i, ii, iii) - Providing technician for conducting the following test

Initial testing of Transformer-

- a) IR value.
- b) Voltage ratio/Turn ratio.
- c) Windings resistance test
- d) Short ckt test.
- e) Magnetizing current.
- f) Magnetic balance.
- g) Oil BDV(Not applicable for Dry type DT)

Final testing of Transformer-

- a) Testing of IR value
- b) Turn Ratio Test
- c) Winding Resistance Test
- d) Magnetic Balance Test
- e) Short ckt Test
- f) Double Voltage Double frequency Test.
- g) High Voltage Test
- h) BDV Test (Not applicable for Dry type DT)
- i) Pressure Test

Transformer to be accepted, if cleared the entire test & as value as per the BSES specification.

(D) Hazardous waste handling, storage & disposal: -

1) Hazardous waste generated during repairing, like – oil soaked cork gaskets, neoprene oil seals, paper insulation, cotton tape, bovin tape, plastics wrap of conductor real, pressboard, Bakelite tube, glass sleeves, insulator etc., to be properly segregated, store & dispose off for incineration to Bharat oil Ghaziabad (pollution control board approved)

2) Oil generated from the transformer to be collected in drums, useful oil to be reused after filtration in Transformer & scrap oil to be filled in Oil storage tank for segregation of water & sludge.

3) Segregated water to be disposed off to Bharat oil Ghaziabad (pollution control board approved) for incineration.

4) Vendor of Workshop to provide Manpower for the said activity & have authorization of handling the hazardous Waste.

(E) Scrap Material handling, storage, segregation & shifting to scrap store: - Scrap Material generated during Servicing like Metal Parts, Iron, Oil level indicator, Breather etc., to be properly stored, segregation (i.e brass & copper from metal parts, tap changer Bakelite & brass nut etc.) & providing vehicle for shifting to scrap store. to scrap store. Vendor to provide man power for the above said activity.

(F) Shifting of Material required for Repairing from different store to workshop- Vendor to provide man power & vehicle for shifting of material, oil etc. required for Servicing & other from different store to Workshop as per requirement.

TERMS AND CONDITIONS FOR REPAIRING & SERVICING OF DT:

Vendor to provide:

- 1) Tools & Tackles required for Repairing & Servicing of Transformer
- 2) Wooden former & other material for fabrication of Windings as per requirement.
- 3) Wooden block for keeping core coil assembly as per requirement.
- 4) Lifting arrangement for coil lifting & coil assembling.
- 5) Trolley for shifting of core coil assembly.

- 6) Minimum 01 No supervisor (Qualification- Minimum Diploma) + 01 no safety officer (Qualification- Minimum Diploma) + 1 no Foreman (Having Minimum experience of 10 years in Windings Fabrication & Assembling) + 01 no Electrician (ITI holder) for Maintenance of Electrical Machinery/Equipment & other electrical work + 02 No's Technician for testing (ITI holder) + 01 No certified Welder (ITI holder) + 02 no's Filter machine operator (Having min Experience of 02 years in Filter machine operation & Maintenance) + 09 No's HT & LT Winder (Min 05 Years of Experience in Winding Fabrication) + 04 No's assembler (Min 05 Years of Experience in Core coil assembly) + (05 No's skilled workers having 05 Years of Experience + 05 No's semiskilled having 03 Years of Experience + 11 no's unskilled worker)
- 7) Above said Man power requirement will be more if handling of DT is more
- 8) Welding, Cutting, Brazing set.
- 9) Commercial Oxygen (Min 04 nos), LPG (min 04 No's) & Argon Cylinder (01 no).
- 10) Oil pump, Extension Board, Painting Machine etc.
- 11) Operation & maintenance of oven, Winding Machine, filter Machine, Pallet truck & others BSES machine/tools used by Vendor are in contractor's scope. Consumables and Spare parts required to be changed due to wear and tear of oven, Filter Machine, Windings Machines, Pallet truck & other Machine/tolls to be provided by contractor.
- 12) Providing reputed Make Safety PPE to the Workers (helmet, safety gloves, Safety shoes, Belt, Welding glass, goggles, Clothes, Apron,Respirator , reflective safety jackets etc) & also regular inspection of PPE as per requirement.
- 13) Petty material required for Servicing & Repairing.
- 14) Installation of MOG.
- 15) Installation of drain valve enclosure.
- 16) Installation of LV cable support.
- 17) Conversion of welded top cover to Nut Bolt Type top cover(supply and installation)
- 18) Supply & installation of Conservator, Radiator & HT LT Box cover.
- 19) Supply & Installation of Name plate.
- 20) Providing extra crane, if require
- 21) Providing Vehicle & Man power for shifting of Oil from Different store to Workshop.
- 22) Providing Vehicle & Man power for shifting of Scrap from Workshop to Scrap store.

- 23) Providing vehicle & Man power for shifting of Material from different store to Workshop.
- 24) Sample collection from Workshop within one working day from the receiving of the conductor. Sending the sample with the NABL Lab. Testing of sample as per following :

Sr. No.	Name of the tests	As per IS
01	Tensile Strength(for both copper and Aluminium conductor) (For paper covered samples only)	IS 1897
02	Break Load test(for Aluminium only)	IS 1897
03	Electrical resistivity test at 20° C	IS 1897
04	Electrical conductivity test at 20° C	IS 1897
05	Tensile strength	IS 1897
06	Elongation	IS 1897
07	Copper/aluminium Purity test	IS 191

Collection and submission of the report to the Head (TRG) with in 10 days.

BSES to provide

- 1) Covered shed for coil manufacturing & Servicing Shed.
- 2) Below mentioned set of machines is to be provided by BSES.

Sr No	Machine Details	UOM	Qty.
01	25,1p kVA Pneumatic rectangular HV & LV Coil Winding Machine	No	02
02	HV Coil Winding Machine (25,3p to 100 KVA)	No	01
03	HV Coil Winding Machine (400 & 630 KVA)	No	02
04	990 kVA HV coil winding (disc) with back tension	No	01
05	25,3P to 400 kVA LV Coil Winding Machine along with back tension	No	01

06	630 kVA LV Coil Winding Machine along with back tension	No	01
07	990 kVA LV Coil Winding Machine along with back tension	No	01
08	500 Gallon Ultra High Vacuum Fowler Westrup Filter Machine	No	02
09	990 kVA LT adjustable former	No	01
10	990 kVA HT adjustable former for Disc Windings	No	01
11	630 kVA LT adjustable former	No	01
12	400 kVA LT adjustable former	No	01
13	100 kVA LT adjustable former	No	01
14	Argon Welding Machine	No	01
15	Steel Strap jointer	No	01
16	Steel Strap Tightening with cutter Machine	No	01
17	Chain pulley Block	No	01
18	Hand Drill Machine	No	01
19	Magnetic Drill Machine	No	01
20	Stand Grinder Machine	No	01
21	Hand Grinder Machine	No	01
22	Micrometer	No	02
23	Vernier caliper (Digital meter)	No	02
24	Bench wise	No	01
25	D clamps	No	02
26	C clamps	No	02

27	Divider		01
28	Bed Drill Machine	No	01
29	Foot operated Sharing Machine	No	01
30	Hand operated Sharing machine	No	01
31	TTR meter	No	02
32	Weighing Machine	No	02
33	Oil testing kit	No	02
34	Pallet truck	No	06

- 3) Free electricity and water.
- 4) Crane for lifting transformer and core coil assembly.
- 5) Complete testing set up & instruments will be provided by BSES.
- 6) Gaskets, Metal parts, Conductor, Breather, Tap changer, Hard ware, Bushings, new oil etc. shall be provided by BSES.
- 7) Oven for heating of core coil assembly

Scrap Metal parts, Breather, Conductor, Tap changer, hard ware etc. Will be retained by BSES.

ANNEXURE –III

(iii)SCOPE OF WORK FOR ONSITE DT FILTRATION:

The scope of work shall be carrying out on site oil filtration of distribution transformers in BRPL area (South & West Delhi).

The scope of work shall be as under:

1. Site visit prior to onsite DT filtration work (Checking of Oil level , Oil leakage, feasibility for movement of filter Machine etc) & capturing photographs.
2. Shifting of Filter machine from BRPL location to site.
3. Connection of Filter Machine at Site.
4. Initial Oil sampling in Aluminum bottle for testing from Transformers.
5. Initial IR value measurement.
6. Start of Filtration work.
7. Run the machine without heater on for 1 Hr.
8. Heater on & taking IR value at a interval of 1 Hr.
9. Minimum cycle for Filtration work is 6 as per the transformer Oil capacity.
10. Closing the heater 1 hr before prior to closing the Filtration work.
11. Final Oil sampling in Aluminum bottle for testing from Transformers.
12. Final BDV value of Oil should be greater than 50 KV.
13. Final IR value measurement on next day.
14. Disconnection & shifting of machine from site to BRPL location.
15. BDV Testing will be done at Transformer Workshop.
16. Format for testing is as per below –

On site DT Filtration Inspection & Test Report

A) Substation Details :-			
Name of Substation		Function Location	
Division		Sub Division	
B) Transformer Details :-			
Equipment ID		Rating (kVA)	
Make		Sr No	
C) Physical Observation of DT :-			
Oil Level		Rating (kVA)	
Any Oil Leakage		Breather Condition	
Explosion Vent Diaphragm		OTI Missing / Functioning	
Welding of Drain Valve		Top Valve	
Remarks :-			
D) Initial IR Value :- in Mega Ohm, Temp. @			
Measurement	15 Second	60 Second	Absorption Factor (60 Sec / 15 Sec Value)
HV-E (2.5 kV)			
HV-LV (2.5 kV)			
LV-E (500 /1000 kV)			
E) Initial BDV Value :- in KV			

Test "1" Value		Test "2" Value		Test "3" Value	
Test "4" Value		Test "5" Value		Average Value	

F) Measurement of IR value during Filtration

Date	Top Oil Temp. (Deg C)	Time	HV-E (Mega Ohm)		HV-E (Mega Ohm)		LV-E (Mega Ohm)	
			15 Sec	60 Sec	15 Sec	60 Sec	15 Sec	60 Sec

G) Final IR Value :- in Mega Ohm, Temp. @

Measurement	15 Second	60 Second	Absorption Factor (60 Sec / 15 Sec Value)
HV-E (2.5 kV)			
HV-LV (2.5 kV)			
LV-E (500 /1000 kV)			

H) Final BDV Value :- in KV

Test "1" Value		Test "2" Value		Test "3" Value	
Test "4" Value		Test "5" Value		Average Value	

Final Remarks -

Vendor Supervisor
Engineer BRPL

Division In charge/ SDO

TERMS AND CONDITIONS FOR ONSITE DT FILTRATION WORK:

Vendor to provide:

- 1) Tools & Tackles required for Onsite Filtration work.
- 2) Provide arrangement for shifting of Machine from BRPL location to site & vice versa.
- 3) 02 no's Filter machine operator (Having min Experience of 02 years in Filter machine operation & Maintenance) & 02 No's skilled workers for South & West location.
- 4) Operation & maintenance of filter machine & trolley or BSES machine/tools used by Vendor are in contractor's scope. Spare parts of Filter Machine & other Machine/tolls to be provided by contractor.
- 25) Providing reputed Make Safety PPE to the Workers (helmet, safety gloves, Safety shoes, Belt, Welding glass, goggles, Clothes, reflective safety jackets, Apron etc) & also regular inspection of PPE as per requirement.
- 26) Providing 02 nos Insulation Tester.
- 5) Petty material required for Filtration work.
- 6) Providing 08 No's Aluminium Oil sampling bottle.
- 7) Site barricading & Providing Cone for traffic diversion if require.
- 8) All loading/unloading, transportation of materials from stores yard to work-site and return of material from works-site to stores shall be Vendor responsibility. Involvement of Crane/Hydra/Tractor/Trailer for this type of work shall be in Vendor scope. Adequate weather protection shall be provided by the contractor to keep the materials safe from sun & rain by providing covered storage space as well as using tarpaulins.

BSES to provide

- 1) 04 no's 1200 LPH Mobile filter Machine.
- 2) Free electricity.

SECTION – V: BILL OF QUANTITY/PRICE FORMAT

PRICE SCHEDULE FOR WORKSHOP IN BRPL					
S.No.	ACTIVITY	UNIT	Total Qty for 3 years	Unit rates in Rs. Including all taxes and duties Except GST	Total Amount in Rs.
1	Rep. of D/Tr. - 25 KVA Single Phase	EA	864		
2	Rep.of D/Tr. -25 KVA 3 Phase	EA	72		
3	Rep.of D/Tr. -100 KVA	EA	24		
4	Rep.of D/Tr. -400 KVA	EA	81		
5	Rep.of D/Tr. -630 KVA	EA	110		
6	Rep.of D/Tr. -990 KVA	EA	117		
7	Testng chrgs for repair-25 KVA 1phase DT	EA	864		
8	Testng chrgs for repair-25 KVA 3phase DT	EA	72		
9	Testng chrgs for repair-100 KVA DT	EA	24		
10	Testng chrgs for repair-400 KVA DT	EA	81		
11	Testng chrgs for repair-630 KVA DT	EA	110		
12	Testng chrgs for repair-990 KVA DT	EA	117		
13	Servicing of D/Tr. - 25 KVA Single Phase	EA	1332		
14	Servicing of D/Tr. -25 KVA 3 Phase	EA	41		
15	Servicing of D/Tr. -100 KVA	EA	180		
16	Servicing of D/Tr. -400 KVA	EA	396		
17	Servicing of D/Tr. -630 KVA	EA	432		
18	Servicing of D/Tr. -990 KVA	EA	396		
19	Testing charges for ser-25 KVA 1phase DT	EA	1332		
20	Testing charges for ser-25 KVA 3phase DT	EA	72		

21	Testing charges for ser-100 KVA DT	EA	180		
22	Testing charges for ser-400 KVA DT	EA	396		
23	Testing charges for ser-630 KVA DT	EA	468		
24	Testing charges for ser-990 KVA DT	EA	432		
25	Painting of D/Tr.- 25 KVA 1 phase	EA	2394		
26	Painting of D/Tr.- 25 KVA 3 phase	EA	121		
27	Painting of D/Tr.- 100 KVA	EA	218		
28	Painting of D/Tr.- 400 KVA	EA	558		
29	Painting of D/Tr.- 630 KVA	EA	628		
30	Painting of D/Tr.- 990 KVA	EA	556		
31	Inspection and Testing of faulty DTs to decide on repairing / servicing (to be payable only if the trf is found to be repairable)	EA	1800		
32	Servicing of Dry Type D/Tr. -400 KVA	EA	36		
33	Servicing of Dry Type D/Tr. -630 KVA	EA	36		
34	Servicing of Dry Type D/Tr. -990 KVA	EA	36		
35	Inspection and Testing for Dry Type faulty DT (to be payable only if the trf is found to be repairable)	EA	02		
36	Painting of Dry Type D/Tr.- 400 KVA	EA	36		
37	Painting of Dry Type D/Tr.- 630 KVA	EA	36		
38	Painting of Dry Type D/Tr.- 990 KVA	EA	36		
39	Testing charges for Dry Type 400 KVA DT	EA	36		
40	Testing charges for Dry Type 630 KVA DT	EA	36		

41	Testing charges for Dry Type 990 KVA DT	EA	36		
42	Charges for waste disposing	KG	68580		
43	Transportation of waste material	TRIP	76		
44	Transportation of oil to Workshop	TRIP	121		
45	Transportation of scrap from workshop to scrap store	TRIP	122		
46	Filling of oil storage tank with residue scrap oil	LITER	363060		
47	Disposing of segregated water & sludge	KG	17712		
48	Providing one crane(providing a 1 no crane (per day for 8 hours)	Nos.	252		
49	Shifting of material used in repairing/servicing from different store (Okhala, Srinivaspuri, Dwarka Sec14, Dwarka Sec-16, Dwarka Sec-8) to Transformer Workshop	TRIP	5		
50	Installation of MOG	Nos.	1476		
51	Installation of drain valve enclosure	Nos.	1620		
52	Installation of LV cable support	Nos.	0		
53	Coil fabrication and providing insulation with assembling of coil with proper insulation for Rating 25 kVA, 1Ph (description attached in scope of work of repairing)	EA	864		
54	Coil fabrication and providing insulation with assembling of coil with proper insulation for Rating 25 kVA, 3Ph (description attached in scope of work of repairing)	EA	72		

55	Coil fabrication and providing insulation with assembling of coil with proper insulation for Rating 100 kVA (description attached in scope of work of repairing)	EA	23		
56	Coil fabrication and providing insulation with assembling of coil with proper insulation for Rating 400 kVA (description attached in scope of work of repairing)	EA	81		
57	Coil fabrication and providing insulation with assembling of coil with proper insulation for Rating 630 kVA (description attached in scope of work of repairing)	EA	110		
58	Coil fabrication and providing insulation with assembling of coil with proper insulation for Rating 990 kVA (description attached in scope of work of repairing)	EA	117		
59	Oil Filtration charges	LET	72000		
60	Conversion of welded top cover to Nut Bolt Type top cover(Supply and installation)	KG	1224		
61	Supply & installation of Conservator	KG	1512		
62	Testing of copper/aluminium conductor through NABL LAB	NOS.	23		
63	Partial Servicing of D/Tr. - 25KVA Single	EA	198		
64	Partial Servicing of D/Tr. - 25KVA 3 Phase	EA	7		

65	Partial Servicing of D/Tr. - 100 KVA	EA	14		
66	Partial Servicing of D/Tr. - 400 KVA	EA	81		
67	Partial Servicing of D/Tr. - 630 KVA	EA	86		
68	Partial Servicing of D/Tr. - 990 KVA	EA	43		
69	Providing Uniform	INR/Years	03		
70	Supply & Installation of HT & LT Cover in DT's	INR/KG	11520		
71	Supply & Installation of Radiator in DT's	INR/KG	6000		
72	Supply & Installation of name plate in DT's	INR/EA	4572		
73	Ser. of D/Tr. - 1600 KVA	EA	12		
74	Testing charges for ser-1600 KVA DT	EA	12		
75	Painting of D/Tr. - 1600 KVA	EA	12		
76	Rep. of D/Tr. - 1600 KVA	EA	6		
77	Testing charges for Repair -1600 KVA DT	EA	6		
78	Coil Fabrication & insulation fr 1600 KVA	EA	6		
79	Painting of D/Tr. - 1600 KVA	EA	6		
80	On Site DT Filtration	EA	150		
				Total Amount in Rs.	

GST shall be paid extra at actual. Break – up for the quoted rates against BOQ item nos 53 to 58 and 78 no. shall be submitted.

BID FORM

To

Head of Department
Contracts & Material Deptt.
BSES Rajdhani Power Ltd
I Floor, "C" Block, BSES Bhawan
Nehru Place, New Delhi-110019
Sir,

1. We understand that BRPL is desirous of services in it's licensed distribution network area in Delhi
2. Having examined the Bidding Documents for the above named works, we the undersigned, offer to deliver the goods in full conformity with the Terms and Conditions and technical specifications or such other sums as may be determined in accordance with the terms and conditions of the contract .The above amounts are in accordance with the Price Schedules attached herewith and are made part of this bid.
3. If our Bid is accepted, we will furnish a performance bank guarantee for an amount of 5% (Five)percent of the total contract value for due performance of the Contract in accordance with the Terms and Conditions.
4. We agree to abide by this Bid for a period of days from the due date of bid submission and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
5. We declare that we have studied the provision of Indian Laws for supply of equipments/materials and the prices have been quoted accordingly.
6. Unless and until Letter of Intent is issued, this Bid, together with your written acceptance thereof, shall constitute a binding contract between us.
7. We understand that you are not bound to accept the lowest, or any bid you may receive.
8. There is provision for Resolution of Disputes under this Contract, in accordance with the Laws and Jurisdiction of Contract.

Dated this..... day of..... 21

Signature..... In the capacity of

.....duly authorized to sign for and on behalf of (IN
BLOCK

CAPITALS).....

APPENDIX-I

PROFORMA OF CONTRACT PERFORMANCE BANK GUARANTEE

(TO BE ISSUED ON RS 100/- STAMP PAPER)

Bank Guarantee No.

Place:

Date:

To

BSES Rajdhani Power Limited

Whereas BSES RAJDHANI POWER LTD (hereinafter referred to as the "Purchaser", which expression shall unless repugnant to the context or meaning thereof include its successors, administrators and assigns) has awarded to M/s.. with its Registered/ Head Office at

(hereinafter referred to as the "Supplier" which expression shall unless repugnant to the context or meaning thereof, include its successors administrators, executors and assigns), a contract no. dated (the Contract);

And whereas the value of the Contract is Rs. (The Contract Value).

And whereas it is a condition of the Contract that the Supplier shall provide a Performance Bank Guarantee for the due and faithful performance of the entire Contract for a sum equivalent to - % of the Contract Value to the Purchaser on or before

And whereas the Bank under instructions from the Supplier has agreed to guarantee the due performance of the Contract.

Now it is agreed as follows:

1. we (Name of the Bank) having its Head Office at

(hereinafter referred to as the Bank, which expression shall unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns) shall indemnify and keep indemnified the Purchaser for, and guarantee and undertake to pay to the Purchaser immediately on written demand, a sum equivalent to % of the Contract Value

as aforesaid at any time upto (day/month/year) without any demur, reservation,

contest, recourse or protest and/or without any reference to the Supplier, against all losses, damages, costs and expenses that may be caused to or suffered by the Purchaser by reason

of any default on the part of the Supplier in performing and observing any and all the terms and conditions of the Contract or breach on the part of the Supplier of terms or conditions of the Contract.

2. The demand shall consist only of an original letter issued by Purchaser stating that the Supplier has failed to fulfill its obligations under the Contract. Such demand made by the Purchaser on the Bank shall be conclusive and binding notwithstanding any difference or dispute between the Purchaser and the Supplier or any difference or dispute pending before any Court, Tribunal, Arbitrator or any other authority.

3. The Bank undertakes not to revoke this guarantee during its currency without previous written consent of the Purchaser and further agrees that the guarantee herein contained shall continue to be enforceable during the period that would be taken for satisfactory performance and fulfillment in all respects of the Contract or in the event of any dispute between the Purchaser and Supplier until the dispute is settled (provided that the claim/ demand under this guarantee is lodged /referred during the currency of this guarantee) or till the Purchaser discharges this guarantee whichever is earlier.

4. The Purchaser shall have the fullest liberty without affecting in any way the liability of the Bank under this guarantee from time to time to extend the time for performance of the Contract by the Supplier. The Purchaser shall have the fullest liberty, without affecting the liability of the Bank under this guarantee, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the Supplier, and to exercise the same at any time in any manner, and either to enforce or to forbear to enforce any covenants, contained or implied, in the Contract. or any other course or remedy or security available to the Purchaser. The Bank shall not be released of its obligations under these presents by any exercise by the Purchaser of its liberty with reference: to the matters aforesaid or any of them or by reason of any other act or forbearance or other acts of omission or commission on the part of the Purchaser or any other indulgence shown by the Purchaser or by any other matter or thing whatsoever which under law would, but for this provision, have the effect of relieving the Bank.

5. The Bank agrees that the Purchaser and its option shall be entitled to enforce this guarantee against the Bank as a principal debtor, in the first instance without proceeding against the Supplier and notwithstanding any security or other guarantee that the Purchaser may have in relation to the Supplier's liabilities.

6. Notwithstanding anything contained hereinabove the liability of the Bank under this guarantee is restricted to a sum equivalent to % of the Contract Value ie. Rs.(Rupees) and it shall remain in force upto and including . Unless a demand to enforce a claim under this guarantee is made against the Bank within 3 months from the above date of expiry i.e. up to all the rights of the



BSES Rajdhani Power Limited

Purchaser under the said guarantee shall be forfeited and the Bank shall be released and discharged from all liabilities thereafter.

7. This Performance Bank Guarantee shall be governed by the laws of India.

Dated this Witness

day of 2021 at

1. For Bank
2. Signature Name Power
of Attorney No:
Banker's Seal

FORMAT FOR EMD BANK GUARANTEE

(To be issued in a Non Judicial Stamp Paper of Rs.50/-purchased in the name of the bank)

Whereas [*name of the Bidder*] (herein after called the “Bidder“) has submitted its bid dated[*date of submission of bid*] for the supply of [*name and/or description of the goods*] (here after called the “Bid”).

KNOW ALL PEOPLE by these presents that WE [*name of bank*] at [*Branch Name and address*],having our registered office at[*address of the registered office of the bank*](herein after called the “Bank“),are bound unto BSES Rajdhani Power Ltd., with it’s Corporate Office at BSES Bhawan, Nehru Place, New Delhi-110019 ,(herein after called —the “Purchaser“)in the sum of Rs..... (Rupees..... only) for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors, and assigns by these presents.

Sealed with the Common Seal of the said Bank this_____ day of_____ 2021_____.

THE CONDITIONS of this obligation are:

- 1 If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form ; or
2. If the Bidder, having been notified of the acceptance of its Bid by the Purchaser during the period of bid validity:
 - (a) fails or refuses to execute the Contract Form ,if required; or
 - (b) fails or refuses to furnish the performance security, In accordance with the Instructions to Bidders/ Terms and Conditions;

We undertake to pay to the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that is its demand the purchaser will note that amount claimed by it is due to it, owing to the occurrence of one or both of the two condition(s), specifying the occurred condition or condition(s).

This guarantee will remain valid for 6(six) months after last date of receipt of tenders, and any demand in respect thereof should reach the Bank not later than the above date.

(Stamp & signature of the bank)

Signature of the witness

Communication Details

Bidder should furnish the below details for future communication:-

<u>GENERAL INFORMATION</u>	
NAME OF COMPANY	
POSTAL ADDRESS	

FOR TECHNICAL QUERY:		
CONTACT PERSON & DESIGNATION	NAME	DESIGNATION
E-MAIL	MOBILE NO	TELEPHONE NO

FOR COMMERCIAL QUERY:		
CONTACT PERSON & DESIGNATION	NAME	DESIGNATION
E-MAIL	MOBILE NO	TELEPHONE NO

TERMS & CONDITIONS FOR REVERSE AUCTION

In a bid to make our entire procurement process more fair and transparent, BRPL intends to use the reverse auctions through SAP-SRM tool as an integral part of the entire tendering process. All the bidders who are found as techno commercially qualified based on the tender requirements shall be eligible to participate in the reverse auction event.

Reverse auction shall be governed by following terms and conditions:

1. BRPL shall provide the user id and password to the authorized representative of the bidder. (Duly signed Authorization Letter in lieu of the same shall be submitted along with the bid).
2. BRPL will make every effort to make the bid process transparent. However, the award decision by BRPL would be final and binding on the bidder.
3. The bidder agrees to non-disclosure of trade information regarding the purchase, identity of BRPL, bid process, bid technology, bid documentation and bid details.
4. The bidder is advised to understand the auto bid process to safeguard themselves against any possibility of non-participation in the auction event.
5. Bidders are further advised to ensure availability of the entire infrastructure as required at their end to participate in the auction event. Inability to bid due to telephone line glitch, Internet response issues, software or hardware hangs; power failure or any other reason shall not be the responsibility of BRPL.
6. In case the bidder fails to participate in the auction event due any reason whatsoever, it shall be presumed that the bidder has no further discounts to offer and the initial bid as submitted by the bidder as a part of the tender shall be considered as the bidder's final no regret offer. Any offline price bids received from a bidder in lieu of non-participation in the auction event shall be outrightly rejected by BRPL.
7. The bidder shall be prepared with competitive price quotes on the day of the bidding event.
8. The prices as quoted by the bidder during the auction event shall be inclusive of all the applicable taxes, duties and levies and shall be FOR at BRPL site/ store
9. The prices submitted by a bidder during the auction event shall be binding on the bidder.
10. No requests for time extension of the auction event shall be considered by BRPL.
11. The discount received after the RA and final negotiation, w.r.t. the initial financial bid shall be applied on all the items on a pro rata basis.
12. In case RA is not conducted /concluded for any reasons, a "final no regret" financial bid in a sealed envelope will be called for from all qualified bidders.