RETENDER NOTICE INVITING QUOTATIONS

Ref: EE/PE/308/20/12-01R Date: 22/01/2021

Sealed quotations in prescribed forms are invited for carrying out Servicing of 500KVA, 11KV/433V Outdoor Power Transformer from authorised parties having experience in the Servicing of HT Transformers in State/Central Govt. Departments/Undertakings and having License for safe handling of Transformer Oil filters and Oil sludge.

Parties quoting for the work shall furnish the proof of work certificate for similar works carried out in any of the State/Central Govt. Departments/Undertakings, and shall furnish the Permanent Account Number (PAN), License for safe handling of Oil filters and Oil sludge and GST Registration Number along with the quotations.

The enquiries with schedule of quantities, special condition and terms & conditions (Annexure I, II & III) can be downloaded from our web site www.itiltd.in or can be had from the Plant Electrical Department, ITI Limited, Kanjikode west, Palakkad - 678 623 during the working hours from 10.00 AM to 4.00 PM on all working days.

The sealed quotations duly filled in the rate and amount with the name of work and reference on the envelope should reach the undersigned on or before 30/01/2021 at 2.30 PM.

The same will be opened in the office of the undersigned on 30/01/2021 at 3.00 PM.

Dy. General Manager (CS)
ITI Limited
Kanjikode West P O
Palakkad – 678623
Kerala.
### ANNEXURE-1

**Schedule of Quantities**

**Servicing of 500KVA Power Transformer**

<table>
<thead>
<tr>
<th>SL. No</th>
<th>Description of work</th>
<th>Unit</th>
<th>Qty</th>
<th>Rate Rs.</th>
<th>Amount Rs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Servicing of 500KVA 11KV/433V Outdoor Transformer with Off Load Tap Changer, Make- Indian Transformers Limited. Servicing comprises the works mentioned in Special condition (Annexure-II)</td>
<td>lot</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Filtering of Transformer oil with streamline filter machine of sufficient capacity and obtaining required BDV.</td>
<td>Ltr</td>
<td>200</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total</th>
<th>Rs</th>
</tr>
</thead>
<tbody>
<tr>
<td>GST @</td>
<td>%</td>
</tr>
<tr>
<td></td>
<td>Rs</td>
</tr>
</tbody>
</table>

**Grand Total**

(Rupees………………………………………………………………………………………………………..)

Signature of Contractor                                Dy. General Manager (CS)

(Seal)
Annexure - II
Special Conditions

The servicing of 500KVA 11KV/433V Outdoor transformer comprises of the following works:

1. Conducting the required tests prior to starting of the work.
2. Draining of transformer oil (approximately 485 ltr) and storing in empty drums. (Drums will be arranged by ITI)
3. Opening of top cover.
5. Oil leakage rectification from LT & HT Bushes, radiator valves, flanges, tap switch, etc.
6. Supply and Replace the LT and HT bushes if required.
7. Replacing the entire gaskets in all joints and proper covering and tightening.
8. Refilling of transformer oil. (Oil required for topping up will be supplied by ITI)
9. Filtering of transformer oil with streamline filter machine of sufficient capacity and obtaining required BDV. BDV shall be tested at site and the required oil testing kit shall be brought with the filter machine.
10. Improving IR value of transformer to the required value. IR value shall be tested. Required 5000V & 500V insulation tester shall be brought to the site for measuring the IR value.
11. Cleaning of transformer body.
12. Painting of the transformer (two coats) with synthetic enamel paint smoke grey in shade.
13. Replacing the old silica gel with fresh silica gel (Silica Gel will be supplied by ITI).
14. Carrying out the routine tests before commissioning the transformer.
15. Commissioning of transformer after work.

Signature of the Contractor

Deputy General Manager (CS)

(Seal)
**Annexure-III**

**Terms and conditions:**

1) The work shall be completed within 15 days from the date of our confirmed order.
2) Rate is inclusive of to and fro transportation charges for filtering machine, expenses towards boarding, lodging, etc. if any and no extra amount on any other account shall be entertained.
3) The transformer oil filtering shall be carried out with Stream line oil Filter Machine of sufficient capacity. The capacity, make and type of the filter machine shall be furnished in the offer.
4) The temperature at safe limit to be maintained to avoid the damage of the gaskets provided in the transformers during the filtering of the transformer oil in transformers.
5) Oil testing equipment for the testing of BDV/Electric strength of the oil shall be brought by the contractor for testing of the oil sample before and after filtering.
6) Gasket should be replaced with new one and Transformer Painting should be completed before filtering oil. LT Bushes also to be replaced if required.
7) The personnel deputed for the work shall be fully conversant with procedure to be followed and shall be a qualified personnel having sufficient experience in the field.
8) Any damage occurred due to the incorrect procedure or ignorance shall be rectified/ replaced at the cost of the contractor.
9) The filtering procedure shall be explained to our engineer in charge or the engineer deputed and the work shall be commenced only after getting the clearance from him.
10) All men and machines required for the work shall be brought by the contractor.
11) Necessary power required for the work shall be supplied at one point by us on free of cost.
12) The payment will be made against bills within one month on satisfactory completion of the work. No advance payment will be made.
13) The Contractor shall be responsible for any accident or other compensation payable to the workmen employed and working under the control of the Contractor and the COMPANY has no sort of liability in the matter, and that if any payment would have to be made by the COMPANY the same shall be reimbursed by the Contractor.

Signature of the contractor  
(Seal)  
Dy. General Manager (CS)