



BID DOCUMENT

Non-Global , OPEN E-TENDER FOR

Manpower supply for Operation/ proper functioning of substation of 11KV HT/ 440V LT panel and 1100KVA DG sets operation at Substation MPD and DG set, ITI LTD. RAEBARELI.

TENDER NO- ITI/RB/CS/2022/7101 DATED-29/11/2022

DUE DATE: 10 days from date of publish i.e. 09/12/2022 16:59PM

Last date for Bid Clarification by bidders: - up to 05/12/2021

Respond to Bid Clarification by ITI: - 06/12/2022

Technical Bid Open: - 10/12/2022 @ 10:00 AM

DGM (PPM)

ITI LIMITED

(A Government of India Undertaking)

Sultanpur Road, RAE BARELI-229010 (U.P)

Visit us at <https://tenders.itiltd.in/>

**Pankaj
Sinha**

Digitally signed by
Pankaj Sinha
Date: 2022.11.29
10:59:19 IST

Tender Enquiry

Ref. No. ITI/RB/CS/2022/7101

Date: 29.11.2022

Subject: -Operation/ proper functioning of substation of 11KV HT/ 440V LT panel and 1100KVA DG sets operation (Including parallel operation of two DG sets) at MPD substation- Annual Contract for (24 x7) Hrs. basis.

Dear Sir,

Sealed tender offers are invited from experienced service providers in the relevant field for the subject work and prospective bidders are requested to submit their offer, in sealed envelope to our central dispatch / receipt section at ITI Ltd Raebareli, as per terms and conditions stipulated below: -

(I) TERMS AND CONDITIONS

1- E-tendering Instructions to Bidders: Submission of Bids shall be only through e-tendering process on <https://itilimited.euniwizarde.com> which is mandatory for this Tender.

2- Stages of Tenders- Tender Type: Two bids i.e.; Technical and Financial Bids shall be submitted by the bidder at the same time on the above mentioned tendering portal.

Note: It is advised that all the documents to be submitted are kept scanned or converted to PDF format in a separate folder on your computer before online submission. Price Bid (Excel Format) may be downloaded and rates may be filled appropriately. For any portal related issues contact: 7903267845 and 9355030630.

3-Validity of Bid / offer- Bid shall remain valid for 150 days

4- As per Rule 170 of General Financial Rules (GFRs) 2017, Micro and Small Enterprises (MSEs) and the firms registered with concerned Ministries/ Departments are exempted from submission of Bid Security/EMD. Instead bidders have to submit duly signed "Bid Security Declaration" accepting that if they withdraw or modify their bids during period of validity etc., they will be suspended for the time specified in the tender documents.

5- Please quote the basic rate exclusive of GST and other Taxes (i.e. mention basic rate, GST, freight, taxes separately). Also confirm that documents will be issued for claiming CENVAT.

6-Any product / item / Machine or equipment found faulty during our manufacturing process / system Testing / installation and commissioning / operation of our equipment in field due to deviation from our specifications shall be replaced by vendor free of cost immediately.

7- Last date of Clarification: - The last date of seeking any clarification regarding bid is 05/12/2022.

ELIGIBILITY CRITERIA FOR BIDDER:

1. Bidder should have been doing similar kind of work in this field and required to submit the experience certificate for similar work experience from reputed PSU/Govt or any reputed private organization during the last 03 years: -
 - a. Execution of single order of 50% of their quoted value
 - b. Execution of two orders of 30% of their quoted value
 - c. Execution of three orders of 25% of their quoted value
2. Bidder is requested to submit supportive documents for GSTIN Registration, PAN Registration and Valid A-Class Electrical Contractor/Supervisor Certificate.
3. **EARNEST MONEY: - ₹ 26250.00 through DD in favour of "ITI Limited Raebareli" / OR ONLINE PAYMENT (Details mentioned in Bank Mandate Form).**
4. Compliance/signed copy to our tender terms and conditions.
5. In absence of any above documents, the bid/offer may be rejected.

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Salient Terms and conditions of the tender:-

List Of NIT documents/Check List to be uploaded for technical bid:-

- a) Valid Experience certificate for above mentioned Clause 1.
- b) EMD of Rs 26250.00(if exempted, upload valid MSME certificate)
- c) GSTIN Registration.
- d) PAN Registration.
- e) Valid A-Class Electrical Contractor/Supervisor Certificate.
- f) EPF Registration certificate.
- g) ESI, ELDI Registration.
- h) Proof of income tax return.
- i) Signed tender documents complying our terms and conditions.

6. Bid Validity period – 150 days from the date of tender opening.

7. Tender Processing, Opening & Evaluation:

- a. Technical Bid will be opened online at 10:00 Hrs on 10.12.2022.
- b. Price Bids of only those bidders found technically fulfilling the eligibility conditions and found technically acceptable shall be opened on line on a date to be intimated later.
- c. Complete sets of NIT documents(List given at (e) below) in Original form duly signed using sign-in process and digital signature by the bidder on each page of the tender documents as a token of having acceptance its contents. Power of Attorney has to be provided in case, the tender documents are signed by an authorized representative.

8. SCOPE OF WORK: - As per enclosed Annexure –I,

9. This is only an enquiry to quote and not an order. This tender enquiry is not transferable

10. Tender submission last date- 09/12/2022

11. Tender opening date:-10/12/2022

12. Bidder shall clearly mention all govt duties/taxes/GST. If any discrepancy/missing found, Quoted price shall be treated as all inclusive.

13. Compliance of Minimum wage, PF, ESI, ELDI and other benefits to the employees as per government of UP at your end.

14. After opening of bid, no clarification shall be considered regarding commercial offer. It will be treated as post tender negotiation. If any discrepancy/missing found in any bid/s, Such bid/s shall not be entertained.

15. If the bidder(s), during tender process or thereafter has committed a transgression in violation, in any form such as to put his reliability or credibility in question the ITI LIMITED is entitled to disqualify bidder from the tender process. In such cases the severity will be determined by ITI Limited, Raebareli taking in to consideration full facts and circumstances and Bidder(s) may be blacklisted for future tender/contract award process after forfeited EMD.

16. If any wrong statements/misleading/fraud practices found at any stage of tender or thereafter at any stage, Bidder's EMD may be forfeited. However further penalty/legal action or both may be initiated.

17. **CONTRACT PERIOD:** - The Contract period will be one-year from the date of award of work order & it may be extended, if required, on mutual consent for a period of two months maximum.

18. **PAYMENT TERMS:** - 100% payment will be made after successful completion of work. However, running payments may also be considered on Pro- rata basis, if desired by the contractor. Mode of payment will be electronic fund transfer.

19. **MSME** bidders are required to submit valid certificate issued by NSIC/MSME along with Bid Security declaration (As per annexure II) to claim EMD/Bid Security exemption.

20. **PF Registration** certificate is to be submitted and compliance of the same may be ensured by the bidder. The contractor shall be liable to pay his contribution and employees' contribution to ESI & EPF scheme

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in respect of all workers employed by him for the execution of the contract. The monthly payment of ESI, PF and administrative charges applicable are to be made regularly and the proof of such payment may be asked if required. (Copy of Registration certificates as a proof shall be provided).

21. The contractor shall ensure timely payment to the workers engaged by him as per relevant provisions of Payment of Wages Act 1936. The payment on each running bill of the contractor will be released only after satisfying the disbursement of payment to the contract labour engaged and adhering to all statutory provisions in force.
22. The workers engaged by the contractor shall strictly observe factory discipline.
23. **PENALTY:** - Penalty will be double of the value of non-delivery period and will be deducted from running bills. In case of poor & unsatisfactory services, penalty at same rate may be imposed and continuous unsatisfactory services may result in cancellation of the contract at any stage.
24. **TAXES DEDUCTIONS:** - It will be applicable as per govt. rules.
25. As per govt. norms, while making payment 2.5 Lakhs & above, 2% GST TDS will be deducted
26. Bidder shall submit undertaking regarding non-blacklisting/debarment to participate in any Central/State Govt./PSUs/Autonomous bodies' tenders on their letter head as per Annexure-III.
27. Bidder shall strictly use necessary personal protective equipments like safety shoes, hand gloves, etc so as to work safely. ITI Ltd will not bear any responsibility for any accident during execution of work.
28. The Successful Bidder shall submit Work Order acceptance within one week of Work Order issuance by the Tenderer. Agreement of contract should be submitted on Stamp Paper of ₹100.00 at the time of award the work order.
29. The work shall commence immediately on issue of Work Order as per the Work Order conditions.
30. All tools and tackles will be arranged by the Contractor for execution of the work.
31. In case of any casualty or accident during execution of work happen to contractor's technicians/workmen in ITI Limited premises, Raebareli. ITI limited will not take any responsibility and contractor will be solely responsible for the same.
32. The Contractor will indemnify ITI Ltd from losses /damages cause to ITI Ltd by his persons or by negligence of them, and the same may be recovered from their running bill if not indemnified within due course of time.
33. Electricity & water will be provided free of cost by ITI Ltd Rae Bareli for execution of work.
34. Other standard terms and conditions of ITI Ltd shall be applicable & to be complied.
35. Prospective bidders are advised to visit the site and assess the scope of work before submitting the bid.
36. Dispute, if any, will be under jurisdiction of Rae Bareli, UP.
37. The list of technicians engaged for the work will be intimated in advance and they will be allowed to enter inside the premises of the ITI Ltd with proper ID proofs. The contractor will not engage any regular, contract employees or contract labourers of the ITI Ltd for carrying out the work.
38. The Bidder has to arrange proper weekly off and lunch hours for the technicians without hindering the working of substation and substation staff.
39. ITI Ltd 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 assigning any reason whatsoever and without there by incurring any liability to the affected bidder or bidders on the grounds of ITI Ltd action.

CM (CS)

SEAL OF CONTRACTOR

**Pankaj
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Date: 2022.11.29
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ANNEXURE – I**Bill of Quantity**

Ref No.: - ITI/RB/CS/2022/7101

Date:- 19.11.2022

Subject: - Operation/ proper functioning of substation of 11KV HT/ 440V LT panel and 1100KVA DG sets operation (Including parallel operation of two DG sets) at MPD substation plant.

S. No.	Description of Work	Manpower /day	No of days	Rate(in Rs)	Amount (in Rs)
01.	Overall complete Operation responsibilities of substation of 11KV HT/ 440V LT panel and 1100KVA DG set operation (Including parallel operation of two DG sets) of MPD substation plant and close monitoring and maintaining of logbook at the interval of every hours of proper function of metering & associated equipment which are connected with substation & DG sets for safety control. Daily routine works like as operation of HT Incoming & distribution/ LT distribution panel in case power supply failure from UPPCL including operation of Incoming, Outgoing feeders to EPD/MPD, Emergency feeder, Township and Unit Head Chamber (Back feed/ feedback). Streetlight operation and its starter maintenance. Operation of DG Set and its control panel with following activities should be monitored daily before starting the DG sets and same to be maintained on Logbook: a) Check cooling tower pump motor & starter. b) Check air compressor motor & starter. c) Check oil filling motor & starter. d) Filter cleaning. e) Oil top up in overhead oil tank. f) Street light maintenance. g) Check sump oil and same to be top up if required. h) Gravity & voltage of batteries installed in battery room for safety control system of Substation & DG set. NOTE- 2 TECHNICIANS IN EACH SHIFT (A, B & C) i.e. 06 technicians/day	6	365		
(A)-Net amount					
(B)-Contractors profit					
(C)-GST @ 18 % on (A+B)					
NET AMOUNT = A+B+C (RS)					
Rates must be as per the " Minimum Wages Act 1948" issued by Labour Commissioner of UP govt.					
Contractor's Profit cannot be filled zero otherwise bid will be rejected.					

**Pankaj
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Date: 2022.11.29
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(On Bidders Letter Head)

Form For Bid Security Declaration

Ref. No. **ITI/RB/CS/2022/7101**

Date: DD/MM/YYYY

To,

ITI Ltd Rae Bareli

Uttar Pradesh-229010

Name of work:- Operation/ proper functioning of substation of 11KV HT/ 440V LT panel and 1100KVA DG sets operation (Including parallel operation of two DG sets) at MPD substation plant.

Tender Ref. No. - **ITI/RB/CS/2022/7101**

I/WE understand This Bid Security Declaration is in lieu of Bib Security (Earnest Money Deposit) and I/We accept that if the bids are withdrawn or modified during the period of the validity, I will be suspended for six months from the date of suspension order.

Signature

Name: (insert complete name of the person signing the bid security declaration).

Dated on _____ day of _____, _____ (Insert date of signing)

Seal

**Pankaj
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Digitally signed by
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10:59:19 IST

ANNEXURE-III

UNDERTAKING FOR NON BLACKLISTING PROFORMA

(To be submitted on the Letter head of the responding firm)

To,

CM-CS
ITI Limited
Doorbhash Nagar,
Raebareli – 229010 (Uttar Pradesh)

Sub: Undertaking regarding non-blacklisting/debarment to participate in any Central/State Govt/PSUs/Autonomous bodies.

Dear Sir/Madam,

This is notify that our Firm/Company/Organisation intends to submit a proposal in response to your floated Bid for requirement of skilled technicians for Operation/ proper functioning of substation of 11KV HT/ 440V LT panel and 1100KVA DG sets operation (Including parallel operation of two DG sets) at MPD substation plant in accordance with the Bid Document, we declare that :

- a. We are not involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this assignment.
- b. We are not blacklisted by any Central/State Government/ Agency of Central/State govt of India or any other country in the world/PSU/any Regulatory Authorities in India or any other country in the world for any kind in fraudulent activities.

Sincerely,

(Bidder Name)

Name:

Title:

Signature

(Bidder Stamp/Seal)

Place:

Date:

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MANDATE FORM

(Authorization Letter for Payment of supplier's Contactor's Bills through E-payment Scheme)

1- NAME OF THE COMPANY / FIRM : ITI LIMITED

2- ADDRESS : SULTANPUR ROAD, RAEBARELI (U.P.)

3- PARTICULARS OF BANK ACCOUNT :

- > NAME OF THE BANK : BANK OF BARODA
- > BRANCH NAME : MAIN BRANCH, RAEBARELI
- > TYPE OF ACCOUNT : CURRENT ACCOUNT
- > LEDGER / FOLIO NO. : N/A
- > NAME OF THE ACCOUNT HOLDER : ITI LIMITED, RAEBARELI
- > ACCOUNT NO. AS APPEARING ON THE CHEQUE BOOK / PASS BOOK : 00520200000319
- > BRANCH CODE : RAEBAR
- > ADDRESS : BANK OF BARODA, MAIN BRANCH, RAEBARELI (U.P.)
- > TELEPHONE NO. OF THE BRANCH : PIN CODE : 229001
- > WHETHER SEFT SYSTEM AVAILABLE : 0535-2203328, 2203053
- > WHETHER RTGS ENABLED BRANCH : YES / NO
- > IF RTGS ENABLED GIVE IFSC CODE : YES ^{Zero}
- > 9-DIGIT CODE NO.OF THE BANK & BRANCH AS APPEARING ON THE MICR CHEQUE ISSUED BY THE BANK : BARBORAEBAR
229012002

I do hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of in-complete or in-correct information, the purchaser will not be responsible.

For & on behalf of ITI Ltd.


Date : 18/09/2019


Signature of Supplier /
Manufacturer / Bidder

Certified that the particulars furnished above are correct as per our records.

Bank's Stamp




Signature of Bank Manager with Bank Seal

Scanned by CamScanner

Pankaj
Sinha

Digitally signed by
Pankaj Sinha
Date: 2022.11.29
11:00:26 IST



ITI LIMITED
(A Government of India Undertaking)
Sultanpur Road, RAE BARELI-229010 (U.P)



TENDER For Supply of "Manpower supply for Operation/ proper functioning of substation of 11KV HT/ 440V LT panel and 1100KVA DG sets operation at Substation MPD and DG set " at ITI Limited, Raebareli. AS PER MENTIONED IN BID DOCUMENT.

Name of Firm

Price Bid format

A> Offer

SI	Details of the Items	HSN Code	Manpower required per day	No of days	Basic Unit Price (in Rs.) (2)	Total Price (in Rs.) (3=1*2)	GST %	Total Price (in Rs.) (with GST)	Total Value with GST
1	Overall complete Operation responsibilities of substation of 11KV HT/ 440V LT panel and 1100KVA DG set operation (Including parallel operation of two DG sets) of MPD substation plant and close monitoring and maintaining of logbook at the interval of every hours of proper function of metering & associated equipment which are connected with substation & DG sets for safety control. Daily routine works like as operation of HT Incoming & distribution/ LT distribution panel in case power supply failure from UPPCL including operation of Incoming, Outgoing feeders to EPD/MPD, Emergency feeder, Township and Unit Head Chamber (Back feed/ feedback). Streetlight operation and its starter maintenance. Operation of DG Set and its control panel with following activities should be monitored daily before starting the DG sets and same to be maintained on Logbook: a) Check cooling tower pump motor & starter. b) Check air compressor motor & starter. c) Check oil filling motor & starter. d) Filter cleaning. e) Oil top up in overhead oil tank. f) Street light maintenance. g) Check sump oil and same to be top up if required. h) Gravity & voltage of batteries installed in battery room for safety control system of Substation & DG set. NOTE- 2 TECHNICIANS IN EACH SHIFT (A, B & C) i.e. 06 technicians/day		6	365		0		0	0
B>	contractors Profit		6	365		0		0	0
								Total Price (in Rs.) (with GST)	0

1	Terms of Price	FOR ITI Raebareli
2	Payment Terms	As per Bid document.
3	Note	1. Contractor's Profit cannot be filled zero otherwise bid will be rejected. 2. Rates must be as per the " Minimum Wages Act 1948" issued by Labour Commissioner of UP govt.

Note- Any deviation from above format shall be liable for rejection of the bid