

E-TENDER NOTICE

OVERHAULING & SERVICING OF H.T TRANSFORMER & H.T VCB AT ESI (MB) SCHEME, P233, CIT SCHEME VII-M, BAGMARI ROAD, KOL-54

The Sr. State Medical Commissioner (Eastern Zone), ESIC Kolkata invites online tenders from eligible Agencies for **overhauling & servicing of H.T TRANSFORMER (indoor type) & H.T VCB at ESI (MB) Scheme, P233, CIT Scheme VII-M, Bagmari Road, Kol-54** . The Sr. State Medical Commissioner reserves the right to reject any or all the tenders without assigning any reason. The bidder has to submit a declaration under his signature and seal stating to complete the work as per tender condition and specification within the prescribed time limit.

1. Tenderers are requested that, before quoting their rates or sending tender, the tender form may please be read out thoroughly (line by line), otherwise purchaser will not be held responsible for any error/oversight.
2. The form is a standard Form of Tender. Certain clause / clauses may not be applicable in some cases. So, Tenderers are requested to ignore such clause / clauses, which are not applicable in the instant case.
3. Tender documents is also available for viewing on the 'tenders' link of the website Employees' State Insurance Corporation i.e. www.esic.nic.in, www.esic.eproc.in & www.esicwestbengal.org.in
4. The interested tenderers should upload duly filled up tender form and their bids along with scanned copies of all the relevant certificates, documents, etc. in support of their technical & price bids – all duly signed – on the www.esic.eproc.in latest by 20/05/2016 upto 13:00 Hours. Bidders have to deposit the Earnest Money Deposit (EMD) of @2% of the Quoted Bid in the form of Demand Draft drawn in favour of “ESIC Fund A/c No. 1” payable at Kolkata.
5. SSMC (EZ) ESIC, 5/1 Grant Lane Kolkata-12 does not pledge himself to accept the lowest or any tender and reserve to himself the right of accepting the whole or any part of the tender or portion of the quantity offered any you shall supply the same / execute the work at the rate quoted by you. You are at liberty to tender for the whole or any part.
6. Acceptance by the purchaser shall be communicated in due course. You are requested that the instructions contained in the said communication should be acted upon immediately /as asked for.

Period during which E-Tenders may be submitted	04.05.2016 to 24.05.2016 (01:00PM)
Last Date & Time of submission of E-Tender	24.05.2016 at 01.00 PM
Date & Time of Opening of E-Tender	24.05.2016 at 03.00 PM

INSTRUCTIONS FOR E-TENDERING.

1. Vendor should get registered at <https://esic.eproc.in> by paying **Annual Registration Charges** of Rs.2,000/- (non-refundable) in the form of Demand Draft from any scheduled bank, in favour of M/s Uptron Powertronics Ltd. payable at Ghaziabad.
2. Vendor also needs to submit **Bid Processing Fee charges of Rs.4500/-** (non-refundable) in the form of Demand Draft from any scheduled bank, in favour of M/s Uptron Powertronics Ltd. payable at Ghaziabad for participating in the Tender.
3. Vendor needs to submit the Demand Draft of Annual Registration Charges and bid Processing Fee at the below mentioned Registered Address for approval of Registration and successful submission of Tender, failing which, the vendor will not be able to participate in the e-tender. Along with the Demand Drafts, vendor needs to send a covering letter mentioning about the payment details, company name, address, payment towards ESIC Registration Charges (Mentioned User ID) and ESIC Bid Processing Fees (mention the Tender ID and Tender Title) at the below mentioned address:

M/s. Uptron Powertronics Ltd.,

S-53 to 58, Site-IV,

Sahibabad, Ghaziabad (U.P.) 201010.

4. The vendor also needs to mention his company name, address, User ID, payments towards ESIC Registration Charges (at the back side of Demand Draft of Rs. 2,000/-) and ESIC Bid Processing fees mentioning the Tender ID and Tender Title (at the back side of the Demand Draft of Rs. 4,500/).
5. Vendors also need to send the scanned copies of Demand Drafts at ashish.goel@uplauctions.com mentioning their Company Name, Address and User ID for approval of Registration and Tender ID and Tender Title for approval of Bid Processing Fees.
6. The bid can be uploaded **upto 1:00 PM on dated 24.05.2016** and any bid upload after the prescribed time shall not be considered irrespective of rates. The bid will be opened on the same dated i.e. **on 24.05.2016 at 3.00 PM.**

The Bidder should carefully read, understand and seek clarifications if any before uploading the bid. No claim whatsoever will be entertained for any alleged ignorance thereof.

**General instructions for submitting tender for overhauling & servicing of
H.T TRANSFORMER (indoor type) & H.T VCB at ESI (MB) Scheme,
P233, CIT Scheme VIIM, Bagmari Road, Kol-54**

Tenders complete in all respect, and quoted rates must be submitted online on or before **24.05.16 up to 01.00 PM**. The tenders will be opened on the same day at **03.00 pm** in the presence of tenderers or their authorized representatives who may wish to be present on that day. In case tender opening day is declared as holiday, tenders shall be received and opened on next working day as per the above mentioned schedule. The site of **overhauling & servicing of H.T TRANSFORMER (indoor type) & H.T VCB at ESI (MB) Scheme, P233, CIT Scheme VIIM, Bagmari Road, Kol-54** and allied works can be inspected and understood in consultation with our Engineers or Director of E.S.I (MB) Scheme authorities on any working day during office hours (09.45 am- 06.15 pm) by the contractor/agency if desired. Tenders received after the due date and time will not be accepted under any circumstances. The Sr.State Medical Commissioner (SSMC) reserves the right to accept or reject any or all the tenders with out assigning any reason(s) thereof.

The tenderers must submit a 'Demand Draft' from any nationalized banks as earnest money drawn in the favour of ESIC A/c No.1 payable at Kolkata for an amount equal to 2% (Two Percent) of the Total quoted value of the tender. The EMD deposited with earlier if any will not be adjusted against this tender. *Tender without EMD or less than 2% of the quoted value of work will not be accepted in any case.* EMD shall be posted or delivered by hand at the O/o The S.S.M.C. (E.Z.), ESIC R.O., Panchdeep Bhawan, 5/1, Grant Lane, Kolkata – 700012 in a sealed envelope superscribed as **“overhauling & servicing of H.T TRANSFORMER (indoor type) & H.T VCB at ESI (MB) Scheme, P233, CIT Scheme VIIM, Bagmari Road, Kol-54 .”** **Within the date and time of Opening of the E-Tender.**

Tenderer must provide the Tel & Fax No. if any with the tender. . The tender must include all the documents as mentioned in the checklist attached as Annexure-VI.

Tenderer must attach scanned copies of Valid Trade License, VAT/Excise Registration Certificate (if applicable for the work) & PAN Card. Tenderers must also enclose documents showing:

1. Experience in doing similar type of work within the last three years in Govt. Sector Institutions/Govt. Undertakings (Work Completion Certificates are required and not just LOI or Work order Copies).
2. Copies of latest ESIC/EPF challan deposits.
3. Copy of valid electrical license.

The rates quoted in ambiguous terms such as “Freight on actual basis “ or “Taxes as applicable etc” or “packing forwarding etc”/ “Govt. taxes as applicable” etc will make their bid liable to rejection.

The rates/ amount should be quoted in I.N.R. The price should be all inclusive lump sum price offered for each item including cost of the equipment, freight, insurance packing forwarding etc. and including charges for installation and commission with all the men and material required for the same.

**Sr.State Medical Commissioner (EZ)
E.S.I Corporation**

Terms and Conditions Governing Contract

The Sr. State Medical Commissioner (E.Z.), ESIC, Kolkata does not pledge himself to accept the lowest or any tender and reserves to himself the right of accepting the whole or any part of the tender or portion of the quantity offered and accordingly supply / execution of work would be completed at the rate quoted.

Security deposit/Performance Guarantee: - As soon as LOI/Supply/Work Order is issued to the successful contractor, the contractor will submit a performance guarantee equivalent to 10% of the total contract amount with in 7 days, which will be valid up to 60days beyond the date of completion of all contractual obligations including defect liability period. Defect- liability period will be one year from the date of installation/completion of work.

Agreement:- The successful bidder has to sign an agreement with the E.S.I.C in stamp paper of appropriate value. The details of agreement can be seen and understood from the Construction Cell, R.O. Kolkata during office hours. Tender condition will be a part of agreement.

The manpower deployed shall always remain the employees of the contractor and it shall be the responsibility of the contractor to comply with the minimum wages act and other statutory liabilities. Materials using for the work has to be shown and got approved from Enginee prior to use. The contractor shall be responsible for ensuring compliance with the relevant labour laws and all other applicable laws that may be in force from time to time during the entire period of contract.

The contractor shall not sublet transfer or assign the contract to any part thereof without the written permission of the SSMC. In the event of the contractor contravening this condition, The SSMC may be entitled to place the contract elsewhere on the contractors account at his risk and the contractor shall be liable for any loss or damage, which the SSMC (E.Z.), ESIC Kolkata may sustain in consequence or arising out of such replacing of the contract.

Assistance to contractor: The contractor shall not be entitled to assistance either, in the procurement of raw materials required for the fulfillment of the contract or in the securing of transport facilities.

Payment:- 100% Payment will be made for the work on satisfactory completion, inspection and measurement by E.S.I.C Engineer. Bills will be paid through NEFT/RTGS on satisfactory performance of the contract (else the amount will be confiscated). S.T/ VAT/ Labour welfare charges and other government taxes as applicable will be deducted from the bill of the agency. Normally, payment is made within six weeks after satisfactory inspection, installation and performance of the item / equipment / instrument subject to submission of appropriate and correct invoice, Challans and other documents as deemed fit.

Penalty for delay in completion of work: - If there is delay in completing the work, contractor shall be liable to pay liquidated damages in the form of deduction of 1.25% of total cost of work/supply for every week of delay or part thereof subject to maximum of 5% of total cost of work If the work is not completed within the approved extended time by competent authority, security deposit if liable to be forfeited and tender may be cancelled. Part work done by the agency, if any, will not be measured and paid for. There will not be any leniency regarding timely completion of work. 'Work' has to be carried out as per CPWD/DGS&D specification and otherwise specified by the undersigned.

Arbitration: - In case of any dispute, the difference arising out of the agreement, the same shall be referred to the sole arbitration of the Chief Engineer, ESIC and his decision shall be binding on both the parties.

**Sr. State Medical Commissioner (EZ)
E.S.I Corporation**

Format of undertaking to be scanned after filling up and submitted along with Tender

Undertaking:

1. I the undersigned hereby declare and affirm that I have gone through the terms and conditions mentioned in the tender document and under take to comply with all the terms and conditions.
2. That the rates quoted by me are valid and binding upon me for the entire period of contract.
3. That the earnest money of Rs deposited by me vide Demand Draft No. Dt. drawn on (Name of the Bank) is forwarded directly to the O/o the S.S.M.C.(E.Z.).
4. That I/ We authorize The SSMC (E.Z.) ESIC, Kolkata to forfeit the security deposit money submitted by me/us if any delay or failure to supply the article/completion of the work to the satisfaction of the hospital authority. Within the stipulated time of the items of desired quality.
5. That I will be in the position to provide contract as per the work explained to me to the satisfaction of the Hospital authority.
6. That there is no vigilance/CBI case or court case pending against me/ my firm debarring me/my firm to undertake contract work/ supply of items quoted.
7. That I hereby undertake to carry out the work as has been explained to me to the satisfaction of hospital authority with in stipulated period.
8. I have been informed that The SSMC (E.Z.), ESIC, Kolkata has the right to accept or reject any or all the tenders without assigning any reason thereof.
9. I am ready to sign the agreement with the ESIC which was shown to me.

STAMP

Signature & Address of the Tenderer

WORK SCHEDULE

Description	Unit.	Qty	Rate	Amount(Rs.)
(1) Servicing & Overhauling of 630 KVATransformer incl. Total change of gasket & cleaning core & winding after filtration & dehydration till the die-electric strength & both side balancing along with the base. Make: BRENTFORD,KVA: 630., Oil Quantity: 630 Ltr. Serial No.02/1999/009.	Set	01		
(2)Dismalting ,Changes For All the connections (End) of HT/LT Cable from both the transformer HT< panel.	08	08		
(3) MakingD.C. High Pressure Test of HT Equipments of Sub-Station after rectification &commissioning.	01	01		
(4) Changing of bush with packing of 6.6KV trasformer at HT< Side.	01	06		
(5) Drain out the old transformer oil &Supply&Delivery of new oil after filtration of 630 KVA transformer.	630Lt	630Lt		
(6) Temprorary DG-SET with 30 litre of diesel oil for working/testing when incoming CESC supply is off.	L.S.	L.S.		
(7) Servicing /overhauling &checking of C.T. HT VCB& re_fixing in proper position.	03	03		
(8) Taken out the sample from transformer in oil pot for testing of acidity&dielectric strngth as per IS-RULE before& after filtration.	02	02		
(9) Transportation of released testing components.	01	01		
(10) Supply& change of old breather of 630KVA transformer.	Set	01		
(11) Testing& re-fixing of BUCHHOLZ”S-RELAY of 630KVA transformer.	01	01		
(12) Supply&fixing of valve change For cooling plate.	02	02		
	Total			
(13) Buy back value of old transformer oil.				
		Total		

TENDER APPLICATION FORM

S.No.	Items	Details of Bidding Agency
1	Name and full postal address of the Contractor/Agency	
2	PAN No.	
3	TIN No.	
4	ESI/EPF Reg.No. (If applicable)	
5	Telephone/Mobile No.	
6	Fax No.	
7	E-Mail Address (if any)	
8	Bank Name and Branch	
9	Bank Account No.	
10	Bank IFSC No.	
11	Are you in the list of approved contractors of any other organization / institution, if any give details (Append extra page if necessary)	
12	Give details of any Government contracts executed during the last twelve months (Append extra page if necessary):-	
13	Any other information which you consider necessary to furnish	

Date:
Place:

Signature of the tenderer:
Full Name:
Designation:

(Office seal of the tenderer)

COMPULSORY DOCUMENTS TO BE SUBMITTED ALONG WITH THE TENDER
(Checklist)

The following documents must be submitted along with the tender, without which the tender is liable to be rejected. The tenderer must make a tick against each of the following documents submitted.

(Please Tick the applicable boxes)

1. EMD worth Rs..... dated.....drawn from.....
2. Copy of documents showing prior experience.
3. Copy of PAN Card.
4. Copy of VAT/Excise/other Registration Certificates.
5. Copy of Latest Challan/Registration of ESIC/EPF (if applicable)
6. Copy of Trade License/Documents showing the validity of Trade -license
7. Copy of electrical License/ Document showing validity of Elec. License
8. Undertaking in as mentioned in Annexure-III.
9. Scanned copy of All pages of the tender documents with signature & stamp of party on each page.
10. List of works completed by the agency in the last 3 years and ongoing works.
11. (Any other Document/Information, if necessary).

Name:

Signature:

Stamp