GUJARAT ENERGY TRANSMISSION CORPORATION LIMITED  
SARDAR PATEL VIDYUT BHAVAN  
RACE COURSE, VADODARA - 390 007

<table>
<thead>
<tr>
<th>TENDER SPECIFICATION FOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>OPERATION AND MAINTENANCE CONTRACT FOR 66 KV SUBSTATIONS</td>
</tr>
</tbody>
</table>

| TENDER SPECIFICATION  
NO. GETCO/CE (TR)/ 66 KV O & M /EE SS/D1/T-7 |

| PART - I  
GENERAL TERMS & CONDITIONS WITH COMMERCIAL BID |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Notice Inviting Tender</td>
<td>-</td>
<td>-</td>
<td>6</td>
</tr>
<tr>
<td>2</td>
<td>Part: I - General Terms and Conditions of Contract</td>
<td>GCC</td>
<td>I</td>
<td>7-31</td>
</tr>
<tr>
<td>3</td>
<td>Part: I - Special Conditions of Contract</td>
<td>SCC</td>
<td>I</td>
<td>32-34</td>
</tr>
<tr>
<td>4</td>
<td>Declaration Form</td>
<td>-</td>
<td>I</td>
<td>35</td>
</tr>
<tr>
<td>5</td>
<td>Profile for Minimum Required Staff Personnel</td>
<td>MRS</td>
<td>I</td>
<td>36</td>
</tr>
<tr>
<td>6</td>
<td>Bidding Schedules F1 to F11</td>
<td>-</td>
<td>I</td>
<td>37-47</td>
</tr>
<tr>
<td>7</td>
<td>Schedule G (Format)</td>
<td>-</td>
<td>I</td>
<td>48-53</td>
</tr>
<tr>
<td>8</td>
<td>Part: II – Technical Terms &amp; Conditions</td>
<td></td>
<td>II</td>
<td>54</td>
</tr>
<tr>
<td>9</td>
<td>Part: II (A) - General information for Technical Terms &amp; Conditions for Operation &amp; Maintenance Works</td>
<td>TTC</td>
<td>II</td>
<td>55-59</td>
</tr>
<tr>
<td>10</td>
<td>Part: II (B) - Scope of Work for Operation</td>
<td>SOW-O</td>
<td>II</td>
<td>60-61</td>
</tr>
<tr>
<td>11</td>
<td>Part: II (C) - Scope of Work for Maintenance</td>
<td>SOW-M</td>
<td>II</td>
<td>62-66</td>
</tr>
<tr>
<td>12</td>
<td>Part: II(D) - Check List for Operation</td>
<td></td>
<td>II</td>
<td>67</td>
</tr>
<tr>
<td>13</td>
<td>Part: II (E) - Check List for Maintenance</td>
<td></td>
<td>II</td>
<td>68-71</td>
</tr>
<tr>
<td>14</td>
<td>List: I Mandatory Tools &amp; Tackles to be kept at substation end by contractor.</td>
<td></td>
<td>II</td>
<td>72</td>
</tr>
<tr>
<td>15</td>
<td>List: II Mandatory Spares to be kept at substation end by contractor</td>
<td></td>
<td>II</td>
<td>73</td>
</tr>
<tr>
<td>16</td>
<td>List: III Mandatory and as &amp; when Consumables to be kept at substation end by contractor</td>
<td></td>
<td>II</td>
<td>74</td>
</tr>
<tr>
<td>17</td>
<td>List: IV Mandatory and as &amp; when equipments/ instruments to be available with the contractor.</td>
<td></td>
<td>II</td>
<td>75</td>
</tr>
<tr>
<td>18</td>
<td>Part: III - Price Schedule</td>
<td>PB</td>
<td>III</td>
<td>76-77</td>
</tr>
<tr>
<td>19</td>
<td>Annexure: A For EHV sub-station equipments maintenance</td>
<td>-</td>
<td>II</td>
<td>78-105</td>
</tr>
<tr>
<td>20</td>
<td>Annexure: B – Handing over note</td>
<td></td>
<td>III</td>
<td>106-111</td>
</tr>
<tr>
<td>21</td>
<td>Annexure: C – Testing of equipment to be carried out by contractor.</td>
<td></td>
<td>III</td>
<td>112-113</td>
</tr>
<tr>
<td>22</td>
<td>Annexure: D – Tentative List of substation</td>
<td></td>
<td></td>
<td>114-119</td>
</tr>
</tbody>
</table>
**PART: I - INDEX FOR GENERAL TERMS AND CONDITION OF CONTRACT (GCC).**

<table>
<thead>
<tr>
<th>Clause NO.</th>
<th>Title</th>
<th>PAGE NO.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>General Particulars</td>
<td>7</td>
</tr>
<tr>
<td>2</td>
<td>Period Of Contract</td>
<td>7</td>
</tr>
<tr>
<td>3</td>
<td>Scope of the Proposal</td>
<td>7</td>
</tr>
<tr>
<td>4</td>
<td>Bidding Costs</td>
<td>8</td>
</tr>
<tr>
<td>5</td>
<td>Bid Documents</td>
<td>8</td>
</tr>
<tr>
<td>6</td>
<td>Knowing The Bid Documents</td>
<td>9</td>
</tr>
<tr>
<td>7</td>
<td>Clarifications On Bid Documents</td>
<td>9</td>
</tr>
<tr>
<td>8</td>
<td>Amendment Of Bidding Document</td>
<td>9</td>
</tr>
<tr>
<td>9</td>
<td>Language Of Bid</td>
<td>9</td>
</tr>
<tr>
<td>10</td>
<td>Local Conditions</td>
<td>10</td>
</tr>
<tr>
<td>11</td>
<td>Documents Comprising The Bid</td>
<td>10</td>
</tr>
<tr>
<td>12</td>
<td>Bid Price</td>
<td>10</td>
</tr>
<tr>
<td>13</td>
<td>Bid Security/ EMD</td>
<td>10</td>
</tr>
<tr>
<td>14</td>
<td>Format Of Bid</td>
<td>11</td>
</tr>
<tr>
<td>15</td>
<td>Signature Of Bids</td>
<td>11</td>
</tr>
<tr>
<td>16</td>
<td>Sealing And Marking Of Bids</td>
<td>12</td>
</tr>
<tr>
<td>17</td>
<td>Deadline For Submission Of Bids</td>
<td>13</td>
</tr>
<tr>
<td>18</td>
<td>Late Bids</td>
<td>13</td>
</tr>
<tr>
<td>19</td>
<td>Modification And Withdrawal Of Bids</td>
<td>13</td>
</tr>
<tr>
<td>20</td>
<td>Bid Opening And Evaluation</td>
<td>13</td>
</tr>
<tr>
<td>21</td>
<td>Purpose Of Evaluation Of Bids</td>
<td>14</td>
</tr>
<tr>
<td>22</td>
<td>Policy For Bids Under Consideration</td>
<td>14</td>
</tr>
<tr>
<td>23</td>
<td>Clarifications Of Bids</td>
<td>14</td>
</tr>
<tr>
<td>24</td>
<td>Preliminary Examination</td>
<td>14</td>
</tr>
<tr>
<td>25</td>
<td>Award Criteria</td>
<td>15</td>
</tr>
<tr>
<td>26</td>
<td>Owner’s Right To Accept Any Bid And To Reject Any Or All Bids</td>
<td>15</td>
</tr>
<tr>
<td>27</td>
<td>Notification Of Award</td>
<td>15</td>
</tr>
<tr>
<td>28</td>
<td>Signing Of Contract</td>
<td>15</td>
</tr>
<tr>
<td>29</td>
<td>Definition Of Terms</td>
<td>15</td>
</tr>
<tr>
<td>30</td>
<td>Price Basis</td>
<td>16</td>
</tr>
<tr>
<td>31</td>
<td>Taxes And Duties</td>
<td>17</td>
</tr>
<tr>
<td>32</td>
<td>Taxes, Permits &amp; Licenses</td>
<td>17</td>
</tr>
<tr>
<td>33</td>
<td>Price Inclusions (Including Taxes &amp; Duties)</td>
<td>17</td>
</tr>
<tr>
<td>34</td>
<td>Contract Performance Guarantee</td>
<td>18</td>
</tr>
<tr>
<td>35</td>
<td>Guarantees And Liabilities</td>
<td>18</td>
</tr>
<tr>
<td>36</td>
<td>Penalty</td>
<td>18</td>
</tr>
<tr>
<td>37</td>
<td>Submission Of Bills</td>
<td>19</td>
</tr>
<tr>
<td>38</td>
<td>Terms Of Payment</td>
<td>19</td>
</tr>
<tr>
<td>39</td>
<td>Mode Of Payment</td>
<td>20</td>
</tr>
<tr>
<td>40</td>
<td>Contract Quality Assurance</td>
<td>20</td>
</tr>
<tr>
<td>41</td>
<td>Contract Documents</td>
<td>20</td>
</tr>
<tr>
<td>42</td>
<td>Use Of Contract Documents And Information</td>
<td>21</td>
</tr>
<tr>
<td>43</td>
<td>Jurisdiction Of Contract</td>
<td>21</td>
</tr>
<tr>
<td>44</td>
<td>Execution Of Contract</td>
<td>21</td>
</tr>
<tr>
<td>45</td>
<td>Enforcement Of Terms</td>
<td>21</td>
</tr>
<tr>
<td>46</td>
<td>Completion Of Contract</td>
<td>22</td>
</tr>
<tr>
<td>47</td>
<td>Defense Of Suits</td>
<td>22</td>
</tr>
<tr>
<td>48</td>
<td>Limitation Of Liabilities</td>
<td>22</td>
</tr>
<tr>
<td>49</td>
<td>Engineer’s Decision</td>
<td>22</td>
</tr>
<tr>
<td>50</td>
<td>Power To Vary Or Omit Work</td>
<td>22</td>
</tr>
<tr>
<td>Clause NO.</td>
<td>Title</td>
<td>Page No</td>
</tr>
<tr>
<td>-----------</td>
<td>----------------------------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>51</td>
<td>Cooperation With Other Contractors And Consulting Engineers</td>
<td>23</td>
</tr>
<tr>
<td>52</td>
<td>No Waiver Of Rights</td>
<td>23</td>
</tr>
<tr>
<td>53</td>
<td>Certificate Not To Affect Right Of Owner And Liability Of The Contractor</td>
<td>23</td>
</tr>
<tr>
<td>54</td>
<td>Progress Reports</td>
<td>24</td>
</tr>
<tr>
<td>55</td>
<td>Handing Over</td>
<td>24</td>
</tr>
<tr>
<td>56</td>
<td>Liability For Accidents And Damages</td>
<td>24</td>
</tr>
<tr>
<td>57</td>
<td>Force Majeure</td>
<td>24</td>
</tr>
<tr>
<td>58</td>
<td>Termination Of Contract</td>
<td>24</td>
</tr>
<tr>
<td>59</td>
<td>Contractor’s De Fault</td>
<td>25</td>
</tr>
<tr>
<td>60</td>
<td>Termination Of Contract On Owner’s Initiative</td>
<td>25</td>
</tr>
<tr>
<td>61</td>
<td>Frustration Of Contract</td>
<td>26</td>
</tr>
<tr>
<td>62</td>
<td>Grafts And Commissions Etc.</td>
<td>26</td>
</tr>
<tr>
<td>63</td>
<td>Settlement Of Disputes</td>
<td>26</td>
</tr>
<tr>
<td>64</td>
<td>Arbitration</td>
<td>27</td>
</tr>
<tr>
<td>65</td>
<td>Reconciliation Of Accounts</td>
<td>28</td>
</tr>
<tr>
<td>66</td>
<td>Labour Laws</td>
<td>28</td>
</tr>
<tr>
<td>67</td>
<td>Facilities To Be Provided To The Employees</td>
<td>30</td>
</tr>
<tr>
<td>68</td>
<td>Behaviour &amp; Attitude</td>
<td>30</td>
</tr>
<tr>
<td>69</td>
<td>Uniform</td>
<td>31</td>
</tr>
<tr>
<td>70</td>
<td>Marking Of Attendance</td>
<td>31</td>
</tr>
<tr>
<td>71</td>
<td>Manpower Deployment</td>
<td>31</td>
</tr>
<tr>
<td>72</td>
<td>Vendor Registration</td>
<td>31</td>
</tr>
</tbody>
</table>
### PART: I - INDEX FOR SPECIAL CONDITIONS OF CONTRACT (SCC)

<table>
<thead>
<tr>
<th>Clause NO.</th>
<th>TITLE</th>
<th>PAGE NO.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>General Particulars :</td>
<td>32</td>
</tr>
<tr>
<td>2</td>
<td>Tender Fee :</td>
<td>32</td>
</tr>
<tr>
<td>2.1</td>
<td>Minimum tendering Quantity</td>
<td>32</td>
</tr>
<tr>
<td>3</td>
<td>Earnest Money Deposit (EMD)</td>
<td>32</td>
</tr>
<tr>
<td>4</td>
<td>Declaration by Bidder</td>
<td>32</td>
</tr>
<tr>
<td>5</td>
<td>Qualifying Requirement</td>
<td>32</td>
</tr>
<tr>
<td>6</td>
<td>Additional Documents</td>
<td>33</td>
</tr>
<tr>
<td>7</td>
<td>Instructions before submitting your bid.</td>
<td>33</td>
</tr>
<tr>
<td>8</td>
<td>Pre-Bid meeting</td>
<td>34</td>
</tr>
<tr>
<td>9</td>
<td>Declaration Form</td>
<td>35</td>
</tr>
<tr>
<td>10</td>
<td>Profile of minimum required staff personnel</td>
<td>36</td>
</tr>
<tr>
<td>11</td>
<td>Bidding Schedule F1 to F11</td>
<td>37-47</td>
</tr>
<tr>
<td>12</td>
<td>Schedule – G</td>
<td>48-53</td>
</tr>
</tbody>
</table>

### PART: II – TECHNICAL SPECIFICATION FOR OPERATION & MAINTENANCE.

<table>
<thead>
<tr>
<th>Clause No.</th>
<th>TITLE</th>
<th>PAGE NO.</th>
</tr>
</thead>
<tbody>
<tr>
<td>(A)</td>
<td>General Information for Technical Terms &amp; Conditions for Operation &amp; Maintenance works</td>
<td>55-59</td>
</tr>
<tr>
<td>(B)</td>
<td>Sub-station operation.</td>
<td>60-61</td>
</tr>
<tr>
<td>(C)</td>
<td>Sub-station maintenance.</td>
<td>62-66</td>
</tr>
<tr>
<td>(D)</td>
<td>Check list for operation</td>
<td>67</td>
</tr>
<tr>
<td>(E)</td>
<td>Check list for Maintenance</td>
<td>68-71</td>
</tr>
<tr>
<td>List – I</td>
<td>List of tools &amp; tackles to be procured by contractor (LIST-I)</td>
<td>72</td>
</tr>
<tr>
<td>List - II</td>
<td>List of spares</td>
<td>73</td>
</tr>
<tr>
<td>List – III</td>
<td>Consumables to be procured by contractor</td>
<td>74</td>
</tr>
<tr>
<td>List - IV</td>
<td>List of equipments / Instrument to be procured by contractor</td>
<td>75</td>
</tr>
</tbody>
</table>

### PART: III – PRICE SCHEDULE

<table>
<thead>
<tr>
<th>Clause No.</th>
<th>TITLE</th>
<th>PAGE NO.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Price Schedule for Operation &amp; Maintenance of 66 KV substation</td>
<td>77</td>
</tr>
</tbody>
</table>

### Annexure

<table>
<thead>
<tr>
<th>Annexure</th>
<th>TITLE</th>
<th>PAGE NO.</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Scope of work for EHV Sub station equipment maintenance</td>
<td>78-105</td>
</tr>
<tr>
<td>B</td>
<td>Handing Over taking over note</td>
<td>106-111</td>
</tr>
<tr>
<td>C</td>
<td>Testing of equipments</td>
<td>112-113</td>
</tr>
<tr>
<td>D</td>
<td>Tentative List of substation for O&amp;M contract</td>
<td>114-119</td>
</tr>
</tbody>
</table>
Chief Engineer (TR) GETCO for and on behalf of Gujarat Energy Transmission Corporation Ltd., having its Corporate Office at 7th floor, Sardar Patel Vidyut Bhavan, Race Course, Vadodara – 390 007, hereafter called as “GETCO”, intends to invite Tender for Operation and Maintenance of 66 KV Sub-station on percentage basis excluding civil works as per tender specifications.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>DESCRIPTION</th>
<th>Particulars</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Tender No</td>
<td>GETCO / CE (TR)/ 66 KV O &amp; M / T-7</td>
</tr>
<tr>
<td>2</td>
<td>Name of work</td>
<td>Operation &amp; Maintenance of 66 KV Sub-stations</td>
</tr>
<tr>
<td>3</td>
<td>Estimated cost</td>
<td>Rs.7826.31 Lacs</td>
</tr>
<tr>
<td>4</td>
<td>E.M.D</td>
<td>Rs. 78.26 Lacs</td>
</tr>
<tr>
<td>5</td>
<td>Period of Contract</td>
<td>3 years</td>
</tr>
</tbody>
</table>
| 6       | Last date of issue of Bid documents | Web-Tender date 02.05.11, 14.00 Hrs  
No hard copy of the tender documents will be issued from the office of GETCO                                                                 |
| 7       | Last Date of receipt of Bid     | On dated 03.05.11 at 14:00 Hrs.                                                                                                                  |
| 8       | Date and time of Opening Technical Bid. | On dated 03.05.11 At 16:00 Hrs.                                                                                                             |
| 9       | Tender Fee                      | Rs.15,000 (The tender fee receipt is to be submitted in separate cover along-with Tender Document) |
| 10      | Validity                        | Minimum 180 Days from the date of Opening of Technical Bid.                                                                                       |
| 11      | Type of Tender                  | Percentage Basis with Firm Price.                                                                                                               |

Tender documents and specifications may be down loaded from the Website www.getcogujarat.com and may be submitted by RPAD or speed post only to the Chief Engineer (TR) at the above address with ‘Tender Fee’ (Non-refundable) and EMD by DD payable at Vadodara drawn in favor of ‘Gujarat Energy Transmission Corporation Limited’. No courier service or hand delivery will be accepted.

All rights are reserved with undersigned for acceptance and rejection of tender.

Chief Engineer (TR)
PART - I (GCC)
GENERAL TERMS AND CONDITION OF CONTRACT

1.0 General Particulars:
The Gujarat Energy Transmission Corporation Ltd., Vadodara hereinafter called ‘GETCO’ / ‘OWNER’ intends to receive bids for “OPERATION AND MAINTENANCE OF 225 Nos. 66 KV SUBSTATIONS” in Gujarat on contract basis as per Annexure-D in accordance with Terms and Conditions herein. The bids shall be prepared and furnished, accordingly.

2.0 (A) PERIOD OF CONTRACT:
The contract will be for three years (36 months) from the date of issue of handing over of the particular sub station.

(B) Extension of Contract:
The contract can be extended for a further period of two years with mutual agreed condition.

3.0 SCOPE OF THE PROPOSAL:
3.1 The Scope of the proposal shall be on the basis of a single Bidder’s responsibility, completely covering “Operation & Maintenance” contract of 66 KV substations. It will also include following terms, over & above to the scope specified in Part –II of this tender.

a) The scope of operation includes round the clock monitoring of system, real time data logging, safe and secure operation of equipments of substation and upkeep.

b) The scope of maintenance includes all the works as required under the substation manual of CBIP / standard norms of Transmission Companies. It also includes
   ii) Breakdown maintenance of substation systems & equipments.
   iii) Routine & periodical testing of equipments.

c) Maintenance of substation building, switchyard, road, quarters, substation & colony lighting are under scope of contractor. The maintenance scope for substation building, Roads, colony and switchyard are as under.

   ➢ For substation building:
      (1) Cleaning of substation building including terrace, staircase & providing of material like broom, duster, closed waste basket etc.-Daily
      (2) Cleaning of toilet block, dedo, W.C.tub, wash basin, Urinal Collecting of swept material & disposed there of.-Daily
      (3) Cleaning of water tanks on terrace including dewatering.- Quarterly
      (4) Cleaning of underground water sump including dewatering.- Quarterly
      (5) All the materials & labour for cleaning work as well as collecting of swept material & disposal is to be provided by bidder. -Daily
      (6) Cleaning of stores- Daily
      (7) Cleaning of gutters- Yearly & As and when required
      (8) Maintaining of lightning and providing of material there of.-As & when required

   ➢ For Roads:
      (1) Maintaining of roads i.e providing of patches if required.
      (2) Cleaning of roads, side of road, road side shallow gutter, brick pitching, IPS open area.- Daily
      (3) Collecting of swept materials, debris etc. & disposing there of.- Daily
      (4) Maintaining of st.light & providing of materials like fixures, tube light, bulb etc. -As & when required
      (5) Grass cutting if required

   ➢ For Quarters:
      (1) Cleaning of staircase & common floors of quarters & disposal of swept/debris material. -Daily
(2) Cleaning of water tanks under ground as well as overheads including dewatering - Quarterly
(3) Attending of complain of quarters like replacement of broken glass, providing of staircase lights, gutter blocking etc. - As & when required
(4) Cleaning of gutters- Yearly & as and when required.
(5) Maintaining of common lightning and providing of material there of.

- For Switch Yard:
  (1) Removing of grass- As & when required
  (2) Maintaining of lightning and providing of material there of. - As & when required
  (3) Cleaning of cable trench & earthing pit- As & when required
  (4) Cleaning of MK box & Kiosk- As & when required

d) Maintenance & Testing of Relay and protective system, etc. are under scope of contractor.
e) Grass cutting in switchyard, cleaning of control room, W/C, terrace of control room, etc. is to be arranged by contractor at his own cost, regularly.

3.2 No deviation whatsoever to the conditions of the bidding documents is permitted by the Owner and therefore, the Bidders are advised that while making Bid Proposals and quoting prices, these conditions may appropriately be taken into consideration. Bidders are required to furnish a certificate in this regard as per the format provided in Special Conditions of Contract in a separate sealed envelope containing Bid security, which shall accompany the Technical Bid. Any Bid not accompanied by such certificate shall be rejected by the Owner and shall not be opened.

3.3 Bids not covering the above cited entire scope of works may be treated as incomplete and hence shall be rejected.

3.4 The Bidder shall complete all the schedules & Annexures in the Bid Proposal Sheets, Technical Data Sheets and elsewhere specified in the tender. The Qualifying Data should be filled up in the required schedule of Bid Proposal Sheets.

3.5 Bidder may visit the Substation & ascertain the manufacturers of equipments (OEM) for a long term tie up with them to obtain services for those equipments.

4.0 Bidding Costs:
All costs / expenses in the preparation and submission of the Bid (including any post Bid discussions / presentations) shall be fully borne by the Bidder. Owner will not be responsible / liable for these costs irrespective of the course and conclusion of this Bidding.

5.0 BID DOCUMENTS: Details of Documents
The Bid documents includes following, apart from Invitation to Bid, details of material & equipment specifications / characteristics, the bidding procedures and the terms & conditions of contract:
 a) General Conditions of Contract (GCC-Part I)
 b) Special Conditions of Contract (SCC-Part I)
 c) Scope of work for Operation (Part II)
 d) Scope of work for Maintenance (Part II)
 e) General information for Technical Terms & Conditions for Operation & Maintenance Works (TTC-Part II)
 f) Price Bid (Part III)
6.0 **Knowing the Bid Documents**

Every intending Bidder must examine and understand all instructions, forms, terms, conditions and specifications in the Bid Documents and know himself fully all of the conditions and contents therein, which may in any manner, affect the scope & content of work and the costs thereof. Submission of a Bid not substantially responsive to the Bid Document in all respects and/or failure to furnish all information required in the Bid, document may entitle rejection of the Bid at the risk of Bidder’s.

7.0 **Clarifications on Bid Documents**

7.1 In case an intending Bidder finds any discrepancy or omission / duplication / controversy in the documents and specifications or is in doubt as to the true **meaning of any part, he shall make a request, in writing not later than the date of pre Bid discussion**, to the owner, in triplicate. The owner will issue explanations, interpretations and clarifications, as deemed fit, in writing as a response to this request. On receipt of such interpretations / clarifications, the Bidder may submit his Bid within the date and time stipulated in the Bid invitation. All such explanations, interpretations and clarifications from the Owner shall be deemed as part of Bid Documents and shall invariably accompany the Bidder’s proposal.

7.2 Any verbal / telephonic clarifications and information given by the Owner or his employee(s) or his representative(s) will not in anyway be binding on the Owner.

8.0 **Amendment of bidding document:**

8.1 At any time, prior to the deadline for submission of Bids, the Owner may, for any reason, whether at his own initiative or in response to a clarification requested by the intending Bidder, modify the Bidding Document with amendment(s).

8.2 The amendment will be notified by Owner in writing by Post/ Fax / **E mail/WEB** to all intending Bidders who have submitted the Bidding Document and shall be intimated at the address contained in their letter of request for issuing of clarification / notification. Owner will bear no responsibility or liability arising out of non-receipt of the same in time or otherwise.

8.3 In order to afford prospective bidders, a reasonable time in which to take the amendment into account in preparing their bids, the Owner may, at his discretion, extend the deadline for the submission of bids.

8.4 Such amendments, clarifications, etc. shall be binding on bidders and will be given due consideration by the Bidders while they submit their bids and shall invariably enclose such documents as a part of their Bid.

9.0 **Language of Bid:**

9.1 The Bid prepared by the Bidder and all correspondence and documents relating to the Bid, exchanged by the Bidder and the Owner, shall be written in the English language, provided that any printed literature furnished by the Bidder may be written in another language as long as accompanied by an English translation of its pertinent passages. Failure to comply with this, the owner may disqualify such Bid. For purposes of interpretation of the bid, the English translation shall be governed.

9.2 **Bid Format**

Bidders have to make the Bid in the formats furnished with this Document, without adding any printed/type written text of their own.
10.0 Local Conditions:

10.1 It will be imperative on the part of each Bidder to fully inform himself of all local conditions and factors which may have any effect on the execution of the Contract covered under these documents and specifications. The Owner shall not entertain any request for clarifications from the bidders, regarding such local conditions.

10.2 It must be understood and agreed that such factors have properly been investigated and considered while submitting the proposals. No claim for financial adjustment to the Contract awarded under these specifications and documents will be entertained by the owner. Neither any change in the time schedule of the Contract nor any financial adjustments arising thereof shall be permitted by the Owner, which are based on the lack of such clear information or its effect on the cost of the works to the Bidder.

11.0 Documents comprising the Bid:

11.1 The Bidder shall complete the Bid form inclusive of Price Schedules, Technical data requirements, etc. furnished in the Bidding Documents, indicating, for the goods to be supplied (wherever applicable) and services to be rendered, a brief description of goods and services, quantity and price.

11.2 The Bidder shall also submit documentary evidence to establish that the Bidder meets the Qualification Requirements as detailed in Special Conditions of Contract and GCC.

11.3 All Tender documents / formats are to be returned duly completed and filled in all respects and signed by the Company Authorized Signatory with seal of company wherever specified.

11.4 The Bid Guarantee shall be furnished in a separate cover in accordance with relevant clause at GCC.

12.0 Bid Price:

12.1 The Bidder shall indicate, in the appropriate price schedules, enclosed in bid proposal sheets, the unit prices including duties and taxes on materials to be used (wherever applicable) and Service tax etc. on Operation & Maintenance works. But all taxes to be indicated separately which are included in the price.

12.2 The bidder shall specifically note that the tenders are invited on percentage rate increase / decrease bases in relation to unit rates of tender price schedule. Detailed break up, covering all the price components of unit prices as well as total bid price, as stipulated in the appropriate price schedules of bid proposal sheet shall be provided by the bidder.

13.0 Bid Security / EMD:

13.1 The bidder shall furnish, as a part of its bid EMD, bid security for an amount of one percent (1%) of estimated cost of offered quantity to be paid as under:

50 % of EMD by DD in favour of Gujarat Energy Transmission Corporation Ltd. on any Scheduled Bank in Vadodara. Balance 50 % by Bank Guarantee from any Nationalized Bank in the format provided herein. The receipt of payment to be enclosed with Bid and to be invariably mentioned on envelope of ‘EMD’.

Payment by Cheque / Coop Bank Guarantee / Company Guarantee is not permissible.

13.2 The bid security is required to protect the owner against the risk of Bidder’s conduct, which would warrant the guarantee forfeiture, pursuant to relevant paras elsewhere. The bid guarantee shall be made payable to the Owner without any condition, whatsoever.
13.3 Any bid not secured in accordance with above, will be rejected by the Owner as non-responsive. No exemptions are made in the furnishing of the security.

13.4 Unsuccessful Bidder’s bid security / EMD will be returned / refunded on finalization of tender or three months from the date of submission of tender whichever is later.

13.5 The successful bidders, Bid Security/ EMD will be discharged upon, furnishing the contract performance guarantee as per clause No. 34.0 of GCC.

13.6 The bid guarantee may be forfeited.
   a) If a Bidder withdraws his Bid during the period of bid validity specified by the bidder on the Bid form.
   b) If a Bidder refuses to accept the contract or fails to commence the works within thirty days of letter of award of contract.

14.0 Format of Bid:

14.1 The Bidder shall prepare two copies of the bid, clearly marking each “Original bid” and “Copy of Bid”, as appropriate. In the event of any discrepancy between them, the original shall be governed. All the documents furnished in original document shall also be furnished in other copies of Bids.

14.2 The original and all copies 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 by the Bidder, to sign the Contract. The letter of authorization, duly notarized, shall be indicated by written power-of-attorney, accompanying the bid. All pages of the bid, except for un-amended printed literature, shall be endorsed with initial by the person or persons signing & stamp the bid.

14.3 The Bidders must submit the “Qualifying data” in one original and one duplicate copy as required in this “Instructions to Bidders”, in separate envelopes sealed and enclosed in the envelope submitting proposals, super scribed as under .

14.4 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 initiated by the person or persons signing the bid.

14.5 Bids shall be submitted as under:

   Cover-I       Earnest Money Deposit (Bid-Security), as per relevant clause of SCC duly signed along with Contractor's covering letter and tender fee details (as per tender notice)

   Cover-II      Qualifying Requirements. (Clause No.5 of SCC)

   Cover-III     Technical Bid
   It must contain conditions and schedules of Part-III without prices and Technical Data Requirement Sheets (Cover I, II and III will be collectively called Technical Bid).

   Cover-IV      Price Bid
   Price offered as per Part-III, including Form of Tender (ten hard copies and one soft copy (CD ROM) of Price schedules in Excel)

15.0 Signature of Bids:

15.1 The bid must contain the name, residence and place of business of the person or persons making the bid and must be signed and sealed by the Bidder with his usual signature. The names of all persons signing should also be typed or printed below the signature.

15.2 Bid by a partnership, must be furnished with full names of all partners and it is to be signed with name of the partners followed by designation(s) or the
authorized partner(s) or other authorized representative(s). The attested copy of Partnership deed is also to be submitted.

15.3 Bids by Corporation / Company must be signed with the legal name of the Corporation/Company by the President / Managing Director or by the Secretary or other person or persons authorized to Bid on behalf of such Corporation / Company in the matter. The attested copy of Memorandum & Articles of Association is also to be submitted.

15.4 A bid by a person who affixes to his signature the word ‘President’, ‘Managing Director’, ‘Secretary’, ‘Agent’ or other designation without disclosing his Principal, will be rejected.

15.5 If it is found that two or more persons who are connected with one another, either financially or as a principal or agent, if have submitted bid under different names without disclosing their connection, then such bids will be liable for rejection. Satisfactory evidence of authority of the person signing on behalf of the Bidder, shall be furnished with the Bid.

15.6 The Bidder’s name stated on the proposal shall be the exact legal name of the Firm.

15.7 Bids not conforming to the above requirements of signing may be disqualified and EMD shall be forfeited.

16.0 Sealing and Marking of Bids:

16.1 Cover-I 1. Bid No.
2. Due date for opening
3. Reference of receipt No. & date of tender fee & Earnest money deposit (EMD)

Cover-II 1. Bid No.
2. Due date for opening.
3. Qualifying Requirements.

Cover-III 1. Bid No.
2. Due date for opening
3. Technical bid & reference and required certificates

Cover-IV 1. Bid No.

Cover-I, Cover-II, Cover-III & Cover-IV shall be individually sealed and super scribed as indicated above and should be enclosed in the main cover duly sealed and super scribed as Tender for “Operation and Maintenance” contract for 66 KV Substations against Bid No GETCO/CE(TR)/66 KV O&M/T-7 due on _______ containing Cover-I, Cover-II, Cover-III & Cover IV of this tender.

The original Bid and accompanying documents clearly marked “Original” plus one copy for Cover I, II & III and ten copies for Cover IV shall be submitted by the Bidder at the date, time and place specified. In the event of any discrepancy between the original and the copies, the original shall be governed.

The Bid shall be submitted by RPAD or through Speed Post services at the Office of the CE (TR) GETCO, Bids submitted should be posted with due allowance for any postal delay. The Bids received after the Due Date and Time of opening are liable to be rejected. Fax / e-mail Bids shall not be considered.

16.2 The Bidders shall seal the original and each copy of the Bid in an inner and an outer envelope with duly marking the envelopes as “original” and “copy”.

Seal & Signature of Bidder
16.3  a. Bid to be addressed to the Owner at the following address:

The Chief Engineer (TR),
Gujarat Energy Transmissions Corporation Ltd.
7th Floor, Sardar Patel Vidyut Bhavan, Race Course,
Vadodara. 390007

b. It should bear, Tender number, name of the work and the words, “DO NOT OPEN BEFORE ______, 16.00 Hrs.”

16.4  The inner envelope shall indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared “late” or “rejected”.

16.5  If the outer envelope is not sealed and marked as required by Clause No: 16.2, the Owner will assume no responsibility for the bid’s misplacement or premature opening.

16.6  The Bid Security conditions must be submitted in a separate sealed envelope.

17.0 Deadline for submission of bids:

17.1  Bids submitted by Fax/E mail will not be accepted. No request from any Bidder to the Owner to collect the proposals from airlines, cargo agent etc. shall be entertained by the Owner.

17.2  Bids must be received by the Owner at the address specified under Clause No: 16.3, not later than the time & date mentioned in the Invitation to Bid.

17.3  The Owner may, at its discretion, extend this deadline for the submission of Bids by amending the Bidding Document, in which case all rights and obligations on the Owner and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

18.0 Late Bids:

Any bid received by the Owner after the time and date fixed or extended for submission of bids prescribed by the Owner, will be rejected and not considered for evaluation.

19.0 Modification and withdrawal of bids:

19.1  The Bidder may modify or withdraw its bid after the Bid’s submission, provided that written notice of the modification or withdrawal is received by the Owner prior to the deadline prescribed for submission of bids.

19.2  The Bidder’s modification or withdrawal notice shall be prepared, sealed, marked and dispatched in accordance with the provisions of clause No: 16.0. The envelope should clearly indicate whether the modification is for the Technical bid or the Price bid. No bid modifications notice by Fax/E mail shall be entertained by the Owner.

19.3  No bid shall be modified in any manner, whatsoever, subsequent to the deadline for submission of bids.

19.4  No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid Form. Withdrawal / modification of a bid during this interval may result in the Bidder’s forfeiture of its bid security/EMD.

20.0 BID OPENING AND EVALUATION

20.1  The Owner will open the Bids in the presence of Bidder’s representative(s) who intends to attend on the date and time mentioned for opening of Bids in the Invitation to Bid or in case, any extension has been given thereto, on the extended bid opening date and time notified to all the Bidders who have
purchased the bidding document. The Bidder’s authorized representative(s) who are present, shall sign a register evidencing their attendance.

20.2 The Bidder’s names, Technical modifications, Bid withdrawal, etc shall be announced during the Technical Bid Opening, as the Owner, at his discretion may consider it appropriate.

20.3 The Price Bids of all the “Techno-Commercial” Responsive Bidders shall be opened in the presence of representative(s) (up to two per firm) of such bidders who choose to remain present. The date & time of opening the Price Bid shall be intimated to all such qualified bidders by Fax / E mail, in advance, besides inviting final Price Bid, if found appropriate after evaluation of Technical bids.

20.4 The Bidder’s name, Bid Price, all discounts if any, modifications in the Price Bid etc., will be announced / furnished during the Price Bid Opening, as the Owner, at his discretion, may consider it appropriate.

20.5 No electronic recording/transmitting devices will be permitted during Technical & Price Bids opening.

20.6 The technical bid of only those bidders will be considered who have mentioned EMD and Tender fees Receipt No. / DD on the cover, for EMD and Tender fee being paid by the bidder.

21.0 Purpose of evaluation of bids:

The Bids received / opened will be evaluated by the Owner to ascertain the technical responsiveness of the Bid for the complete scope of the proposal, as covered under these specifications and documents.

All technically responsive Bids shall then be examined to determine the “Lowest Evaluated Commercially and Technically Responsive Bids”.

22.0 Policy for bids under consideration:

Bids shall be deemed to be under consideration, immediately after opening of Technical Bid and until such time official intimation of award / rejection is made by the Owner to the Bidders. While the Bids are under consideration, Bidders and/or their representatives and other interested parties are advised to refrain from contacting by any means, the owner and/or his employee’s representatives on the matters related to Bids under consideration.

23.0 Clarification of bids:

To assist in the examination, evaluation and comparison of Bids, the owner may on his own, ask the Bidder for clarification of its Bid. The request for clarification and the response shall be in writing and no change in the quoted rate or substance of the bid shall be sought, offered or permitted.

24.0 Preliminary Examination:

24.1 The Owner 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.

24.2 Prior to the detailed evaluation, the Owner will determine the substantial responsiveness of each Bid to the Bidding Document. For purpose of these Clauses, a substantially responsive Bid is one, which conforms to all the terms and conditions of the Bidding Document without deviations. For Operation and Maintenance of Substations as per Scope of work, the Owner’s determination of a Bid’s responsiveness shall be based on the contents of the bid itself without recourse to extrinsic evidence.
24.3 A bid determined as not substantially responsive, will be rejected by the Owner and may not subsequently be made responsive by the Bidder by correction of non-conformity.

24.4 The Owner may waive any minor informality or non-conformity or irregularity in a bid which does not constitute a major role for O&M of Substation as deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.

25.0 Award Criteria

The owner will award the contract to the successful Bidder, whose bid has been determined to be substantially responsive and has been determined as the lowest evaluated bid, providing further that the Bidder is determined to be qualified to perform the contract satisfactorily. The Owner shall be the sole judge in this regard.

26.0 Owner’s right to accept any bid and to reject any or all bids:

The Owner reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at time prior to award of contract, any, 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 Owner’s action.

27.0 Notification of award:

27.1 Prior to the expiration of the period of bid validity and extended validity period, if any, the Owner will notify the successful Bidder in writing by registered letter or FAX/E mail, that its bid has been accepted.

27.2 The notification of award will constitute the formation of the Contract.

27.3 Upon the successful Bidder’s furnishing of performance guarantee pursuant to relevant clause No: 34.0, the Owner will promptly notify each unsuccessful Bidder and will discharge its bid security/EMD, pursuant to Clause No: 13.5.

28.0 Signing of contract:

28.1 At the same time, as the Owner notifies the successful Bidder that his bid has been accepted, the Owner will send the Bidder the details / detailed Award, incorporating all agreements between the parties.

28.2 Within 15 days of receipt of the detailed Award, the successful bidder shall sign the same with date and return it to the Owner.

28.3 The Bidder will prepare the Contract Agreement as per the Performa prescribed and the same will be signed within 30 days of notification of Award.

29.0 DEFINITION OF TERMS

29.1 The ‘Contract’ means the agreement entered into between the Owner and the Contractor as per the Contract Agreement signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

29.2 ‘Owner’ shall mean the “Gujarat Energy Transmission Corporation Ltd. Vadodara” (GETCO) and shall include its legal representatives, successors and assigns.

29.3 ‘Contractor’ shall mean the Bidder whose bid is accepted by the Owner for the award of the Contract and shall include such successful Bidder’s legal representatives, successors and permitted assigns.

29.4 ‘Engineer in charge’ shall mean the officer appointed in writing by the Owner to act as Engineer from time to time for the purpose of the Contract.

Instruments, Consumables and Materials to be maintained by the Contractor under the Contract.

29.6 ‘Specifications’ shall mean the Specifications and Bidding Document forming a part of the Contract and such other schedules as may be mutually agreed upon.

29.7 The term ‘Contract Price’ shall mean the lump-sum price quoted by the Contractor in his bid with additions and / or deletions as may be agreed and incorporated in the Letter of Award and the contract agreement for the entire scope of the works.

29.8 ‘Notice of Award of Contract’ / ‘Letter of Award’ / ‘Telex of Award’ shall mean the official notice issued by the Owner notifying the Contractor that his bid has been accepted.

29.9 ‘Order’ shall mean the official letter issued by the Owner informing the acceptance of the bid.

29.10 ‘Date of Contract’ shall mean the date on which Notice of Award of Contract / Letter of Award has been issued.

29.11 ‘Month’ shall mean the calendar month. ‘Day’ or ‘Days’ unless herein otherwise expressly defined shall mean calendar day or days of 24 hours each.

29.12 A ‘Week’ shall mean continuous period of seven (7) days.

29.13 ‘Writing’ shall include any manuscript, type written or printed statement, under or over signature and/or seal as the case may be.

29.14 When the words ‘Approved’, ‘Subject to Approval’, ‘Satisfactory’, ‘Equal to’, ‘Proper’, ‘Requested’, ‘As Directed’, ‘Where Directed’, ‘When Directed’, ‘Determined by’, ‘Accepted’, ‘Permitted’, or words and phrases of like importance are used the approval, judgment, direction etc. is understood to be a function of the Owner / Engineer.

29.15 Test on equipments shall mean such tests as prescribed in the maintenance schedule to be performed by the Contractor.

29.16 ‘Codes’ shall mean the following including the latest amendments and/or replacements, if any:

   a) Indian Electricity Act, 1905 and Rules and Regulations made there under.
   b) Electricity Act 2003 and Rules & Regulations made there under.
   c) Indian Factory Act, 1948 and Rules and Regulations made there under.
   d) Indian Explosives Act, 1884 and Rules and Regulations made there under.
   e) Indian Petroleum Act, 1934 and Rules and Regulations made there under.
   f) A.S.M.E. Test Codes.
   g) A.I.E.E. Test Codes.
   h) American Society of Materials Testing Codes.
   i) Standards of the Indian Standards Institution.
   j) Other Internationally approved standards and / or rules and regulations touching the subject matter of the Contract.

28.17 Words imparting the singular only shall also include the plural and vice versa where the context so requires.

28.18 Words imparting ‘Person’ shall include firms, companies, corporations and associations or bodies of individuals, whether incorporated or not.

30.0 **Price Basis:**

30.1 **The Price shall be quoted on percentage basis.**

30.2 The Price quoted by the bidder shall remain fixed during the bidder's performance of the contract and shall not be subjected to variation on any account or for change in quantity. A bid submitted with an adjustable price quotation, shall be treated as non-responsive and rejected.
31.0 **Taxes and Duties:**

31.1 The commercial tax @ applicable shall be deducted from the bills as per Rules.

31.2 As regards the income Tax, surcharge on income tax and any other corporate tax, including service tax, if any, the owner shall not bear any tax liability, whatsoever. The bidder shall be liable and responsible for payment of such taxes as attracted under the provisions of the law.

31.3 Notwithstanding the tax liabilities as per the above sub-clause, the owner shall have the right to make deduction at source from the amounts payable to the contractor in respect of Income Tax (on the cost of items of supply included in the works contract as applicable) as may be mandatory in terms of the law. The owner shall not bear any liability in this regard but shall issue necessary certificate in respect of such deduction made.

31.4 Any statutory increase or decrease in the taxes and duties, introduction of new taxes and duties or deletion of existing taxes and duties subsequent to bidder's offer if it takes place within the contractual period will be to the GETCO's account subject to the claim being supported by documentary evidence.

31.5 Before quoting, the bidder may ascertain from the concerned tax authorities, the applicability of Work Contract Tax. Service Tax, etc. in respect of this work and include the same in the quoted price. No separate claim in this regard will be entertained by the Owner, as it is the responsibility of the Bidder to pay all these taxes.

32.0 **Taxes, Permits & Licenses**

The Contractor shall be liable and pay all non-Indian taxes, duties, levies, lawfully assessed against the Owner or the Contractor in pursuance of the Contract. In addition, the Contractor shall be responsible for payment of all Indian duties, levies and taxes lawfully assessed against the Contractor for his personal income & property only.

33.0 **Price Inclusions (including Taxes & Duties):**

33.1 **Excise Duty**

33.1.1 100% value of Excise duty on any consumable items is to paid by the Contractor at the prevailing or offered applicable rate.

33.1.2 **SALES TAX / VAT:** The prices should be quoted inclusive of sales tax / VAT. The rate of tax (CST or VAT) should clearly be indicated (wherever applicable).

33.2 **Sale Tax on Works Contract:**

Works contract tax is a liability of the Bidder and if applicable, the same shall be borne by the Bidder. In case of contract value exceeding Rs. one crore, tax shall be deducted at source as per as per Govt. Norms amended up to date wherever applicable. However, if contractor desires payment without deduction of TDS, he has to obtain and produce certificate from competent authority of commercial tax department to that effect.

33.3 **Service Tax:**

Service Tax as applicable presently to this Contract will be included in the price; however the percent of Tax applied on this account shall be specifically mentioned in the bid. If the tax is not eventually payable or there is a difference between the rate mentioned in the bid & service tax actually payable, then such amount or difference in payment amount shall be deducted from the actual amount payable towards that item in the price schedule.

33.4 **Income Tax**

Income-tax at source at the prevailing rate will be deducted from bills in accordance with the provision of Income-Tax Laws and to that effect a certificate will be issued to the contractor.

33.5 **Octroi:**

Octroi if any and when ever applicable is to be paid by contractor in context to this contract.
34.0 Contract Performance Guarantee
34.1 As a contract performance security, the successful bidder, to whom the work is awarded, shall be required to furnish a Performance Guarantee of 10% of the contract value in the form of Bank Guarantee from a Public Sector/Nationalized Indian Bank / Scheduled/ Commercial Bank approved by GETCO in the form to be furnished and it shall guarantee the faithful performance of the contract in accordance with the terms and conditions, specified in these documents and specifications.

34.2 The Performance Guarantee shall cover additionally the following guarantees to the Owner. The successful Bidder guarantees the successful and satisfactory Operation and Maintenance of the substation under the Contract, as per the specifications and documents.

34.3 The Contract Performance Guarantee is intended to secure the performance of the entire contract. However, it is not to be construed as limiting the damages stipulated in other clauses in the Bid documents.

34.4 The Contract Performance Guarantee will be discharged without any interest on successful completion of the contract and only after the performance guarantee condition is fulfilled. The Contractor shall furnish Contract Performance Guarantee(s) for the proper fulfillment of the Contract in the prescribed form **within fifteen (15) days of “Notice of Award of Contract”**. The performance guarantee(s) shall be as per terms prescribed.

34.5 The termination of contract under this clause shall neither entitle the contractor to reduce the value of the contract performance guarantee nor the time thereof. The contract performance guarantee shall be valid for the **full value and for the 48 months from the date of handing over the substation**.

35.0 Guarantees & Liabilities
35.1 The Contractor shall give warranty that the whole contract, in accordance with the Contract documents, for a period of thirty six (36) calendar months commencing immediately upon the handing over the contract in written.

35.2 In the event of any emergency wherein the judgment of the Engineer of the contractor, delay causing serious loss or damages, repairs or adjustment made by the Engineer of the contractor or a third party chosen by the Engineer of the contractor, the cost of such works shall be payable by the Contractor, without advance notice to the Contractor. In the event of such action taken by the Engineer of the contractor, the Contractor will be notified promptly by the owner. The engineers of the contractor shall be assisted wherever possible in making necessary corrections/rectifications, the charges for which shall be payable by the contractor. However this shall not relieve the Contractor of his liabilities under the terms and conditions of the Contract.

35.3 For repairs, new parts/components will be provided by the Owner and the same has to be erected free of cost by the Contractor. If any repair is carried out by the Owner on his behalf at the site, the Contractor will have to bear the cost of such repairs.

35.4 The cost of any special / urgent overhaul found necessary during the Operation & Maintenance Contract period due to defective work carried out by the Contractor, the same shall be borne by the Contractor.

36.0 PENALTY:
36.1 If the contractor fails to start work within one month from the date of issuance of Letter of Intent(LOI), the Owner may penalize the contractor by way of forfeiting the Security Deposit (SD) paid by the contractor.

36.2 If the contractor fails to provide staff as agreed in the schedule of quantities and / or contract, the Owner will recover the cost of such staff not provided for Operation & Maintenance of 66KV Sub station.
36.3 The house keeping and up-keeping of the control room and switchyard premises is strictly adhered to as per norms, failing which a token penalty of Rs.1000 per such incidence will be recovered at the desecration of Engineer In-charge and which will be final and binding to contractor.

36.4 The contractor has to attend all the breakdown / preventive maintenance/condition maintenance in the shortest time period as per the satisfaction of the Owner, keeping in view of that owner does not suffer any revenue loss. In case the contractor does not attend requisite repair, operation and maintenance work in time, entire loss to the Owner will be recovered from the contractor’s invoice of next month. In case of any dispute the decision of Chief Engineer (TR.), GETCO, shall be final and binding to contractor.

36.5 The contractor should maintain 99.5 % sub station availability as Key Performance Indicator.

36.6 Time for periodic maintenance is to be included in calculating above sub station availability in Key Performance Indicator.

36.7 Duration for Force majeure conditions are to be excluded from the above Key Performance Indicator.

36.8 Penalty for not maintaining Key Performance Indicator availability will be calculated on the basis of Annual Revenue Realization published by Owner, every year.

The penalty clause for the less availability of the sub station will be as per the following formula on monthly basis.

Penalty in Rs. = \( \frac{B \times C \times E}{A \times D} \)

A. Standard availability i.e. 99.50 %.
B. Standard availability (i.e. 99.50 %) minus actual availability during the month for billing.
C. Yearly profit as per ARR of GETCO of last year / 12 (i.e. profit per month)
D. Average MW transmitted during the month for whole system of GETCO as per SLDC record.
E. Average MW transmitted by the billing sub station during the month.

**If KPI penalty is less than Rs.3000/- per occasion then minimum Rs.3000/- per occasion shall be recovered from Agency.**

36.9 In the event of Zero power / Bus fault / Break down, if any repair is carried out by the Owner on behalf of bidder at the site, the cost of such repairs including service personnel with vehicle charge who are remained present shall be recovered as per the latest circular for service personnel charges of GETCO.

37.0 **Submission of Bills**

The bills shall be submitted in quadruplicate to the Engineer in Charge (TR) (EIC) of respective Substation with all necessary documents as indicated in various terms and conditions of the specifications.

38.0 **Terms of Payment**

38.1 The contractor shall be permitted to raise one bill in quadruplicate (Four copies) in each Calendar month. The contractor shall submit his bill complete in all respect every month.

38.2 The payment shall be made within 30 days of clearance by EIC, after deducting the Statutory Taxes & Duties and other deductions, if any.

38.3 The contractor has to furnish proof of submission of Provident Fund in respect of the staff employed by him with the monthly bill including certificate of payment made to all of his employees engaged for the works for the period of bill. The bill shall also be supported by documentary evidence of deduction of P.F. contribution from the salaries of the personnel employed and deposition of the same in the office of the P.F. Commissioner or equivalent.
38.4 The contractor shall submit the copy of daily and monthly O&M of the work done by the operating staff engaged by him as well as the copy of Attendance Register for the particular month.

38.5 No interest will be paid if there is delay in release of payment.

38.6 Part payment for testing work shall not be permitted. The payment for testing work shall be made on submission of test certificates for all equipments in a substation as specified in tender.

38.7 Contractor has to perform his duties, pay to its employee’s legitimate dues timely with out waiting for payment to be received from GETCO for its bills.

38.8 90 % payment against the Running Account Bill shall be paid to the Contractor and 10 % shall be kept as retention amount. If the Contractor wishes to avail 100% payment, he shall submit the Bank Guarantee equivalent to the 10 % value of the Bill raised by him as per the format enclosed with this Tender document on a Stamp Paper of Rs.100. The retention amount / B.G. shall be refunded / returned to the Contractor after twelve months of the termination of the contract after adjusting any amount due from the contractor. Cost of stamp paper is to be borne by the contractor.

38.9 The service tax amount will be paid on submission of documentary evidence of payment.

38.10 Currency of Payment: All payments under the Contract shall be made in Indian Rupees only.

39.0 Mode of Payment

39.1 The payment shall be made on monthly basis as per actual maintenance work carried out during the month & verified by the EIC, as per attendance of the staff as approved by Owner in the substation.

39.2 All payments under the Contract shall be made as stipulated in the Contract after signing the Contract Agreement.

40.0: Contract Quality assurances

40.1 The Bidder shall have to submit along with his proposal the Quality Assurance Programme containing the overall quality management and procedures which he proposes to follow in the performance of the Works during various phases for operation & maintenance as per schedule.

40.2 At the time of Award of Contract, the detailed Quality Assurance Programme to be followed for the execution of the Contract will be mutually discussed and agreed and such agreed Programme shall form a part of the Contract.

41.0 Contract Documents

41.1 The term Contract Documents shall mean and include the following which shall be deemed to form an integral part of the Contract:

a) Application: These General Conditions shall apply to the extent that they are not superseded by provisions in other parts of the Contract.

b) Invitation to Bid: is includes letter forwarding the Bidding Documents, General Terms and Conditions of Contract and all other documents included under Part I and the Special Conditions of Contract.

c) Contractor’s Bid Proposal and the documents: It includes the letters of clarifications thereto between the Contractor and the Owner prior to the Award of Contract except to the extent of repugnancy.

d) All the materials, literature, data and information of any sort, given by the Contractor along with his bid, subject to the approval of the Owner.

e) Letter of Award and any agreed variations of the conditions of the documents and special terms and conditions of Contract, if any.

41.2 In the event of any conflict between the above mentioned documents the matter shall be referred to the Chief Engineer (TR) whose decision shall be considered as final and binding to the bidders.
42.0 Use of Contract Documents and Information

42.1 The Contractor shall not, without the Owner’s prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample or information furnished by or on behalf of the Owner in connection therewith, to any person other than a person employed by the Contractor in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for the purpose of such performance.

42.2 The Contractor shall not, without the Owner’s prior written consent, make use of any document or information enumerated in various Contract documents except for the purpose of performing the Contract.

42.3 The Contractor shall not communicate or use in advertising, publicity, sales releases or in any other medium, photographs or other reproduction of the Works under this Contract, or descriptions of the site, dimensions, quantity, quality or other information, concerning the works unless prior written permission has been obtained from the Owner.

42.4 Any document, other than the Contract itself, enumerated in various Contract documents shall remain the property of the Owner and shall be returned (in all copies) to the Owner on completion of the Contractor’s performance under the Contract if so required by the Owner.

43.0 Jurisdiction of Contract

The laws applicable to the Contract shall be the laws in force in India. The Courts of Vadodara shall have exclusive jurisdiction in all matters arising under this Contract.

44.0 Execution of Contract:

44.1 The Owner, after the issue of the Letter of Award to the Contractor, will send one copy of the final agreement to the Contractor for his scrutiny and approval.

44.2 The Agreement, unless otherwise agreed to, shall be signed within 15 days of the acceptance of the Letter of Award, at the office of the Owner at Vadodara on a date and time to be mutually agreed. The Contractor shall provide Performance Guarantee, appropriate power of attorney and other requisite materials for signing of the Contract. In case the Contract is to be signed beyond the stipulated time, the Bid Guarantee submitted with the Proposal will have to be extended accordingly.

44.3 The Agreement will be signed in three copies in original and the Contractor shall be provided with one signed original and the rest will be retained by the Owner.

44.4 The Contractor shall provide free of cost all the Engineering data, drawings, and descriptive materials submitted with the bid including soft copy to the Owner, to form a part of the Contract immediately after issue of Letter of Award.

44.5 Subsequent to signing of the Contract, the Contractor shall provide the Owner with two copies of agreement at his own cost within fifteen (15) days after the signing of the Contractor.

45.0 Enforcement of Terms

The failure of either party to enforce at any time any of the provisions of this Contract or any rights in respect thereto or to exercise any option therein provided, shall in no way be construed to be a waiver of such provisions, rights or options or in anyway to affect the validity of the Contract. The exercise by either party of any of its rights herein shall not preclude or prejudice either party from exercising the same or any other right it may have under the Contract.
46.0 Completion of Contract

Unless otherwise terminated under the provisions of any other relevant clause, this Contract shall be deemed to have been completed on the expiry of the guarantee period as provided under the clause no 35.1 entitled ‘Guarantee’

47.0 Defence of Suits

If any action in court is brought against the Owner or Engineer or an officer or agent of the Owner, for the failure, omission or neglect on the part of the Contractor to perform any acts, matters, covenants or things under the Contract, or for damage or injury caused by the alleged omission or negligence on the part of the Contractor, his agents, representatives or in connection with any claim based on lawful demands of workmen, suppliers or employees, the Contractor shall in all such cases indemnify and keep the Owner, and the Engineer and / or his representative, harmless from all losses, damages, expenses or decrees arising of such action.

48.0 Limitation of Liabilities

The final payment by the Owner in pursuance of the Contract shall mean the release of the Contractor from all his liabilities under the Contract. Such final payment shall be made only at the end of the Guarantee/Warranty period, and till such time as the Contractual liabilities and responsibilities of the Contractor, shall prevail. All other payments made under the Contract shall be treated as on-account payments. The aggregate liabilities are limited up to the total contract value.

49.0 Engineer’s Decision

49.1 In respect of all matters which are left to the decision of the Engineer in charge including the granting or with-holding of the certificates, the Engineer shall, if required to do so by the Contractor, give in writing a decision thereon.

49.2 If, in the opinion of the Contractor, a decision made by the Engineer in charge is not in accordance with the meaning and intent of the Contract, the Contractor may file with the Engineer in charge, within fifteen (15) days after receipt of the decision, a written objection to the decision.

Failure to file an objection within the allotted time will be considered as an acceptance of the Engineer in charge’s decision and the decision shall become final and binding.

49.3 The Engineer in charge’s decision and the filing of the written objection thereto shall be a condition precedent to the right to request arbitration. It is the intent of the Agreement that there shall be no delay in the execution of the works and the decision of the Engineer in charge as rendered shall be promptly observed.

50.0 Power to vary or omit work

50.1 No alterations, amendments, omissions, suspensions or variations of the Works (hereinafter referred to as ‘variation’) under the Contract as detailed in the Contract Documents, shall be made by the Contractor except as directed in writing by the Engineer in charge, but the Engineer in charge shall have full powers subject to the provisions hereinafter contained, from time to time during the execution of the Contract, by notice in writing to instruct the Contractor to make such variation without prejudice to the Contract. The Contractor shall carry out such variation and be bound by the same conditions as far as applicable as though the said variations occurred in the Contract Documents. If any suggested variations would, in the opinion of the Contractor, if carried out, prevent him from fulfilling any of his obligations or guarantees under the Contract, he shall notify the Engineer thereof in writing and the Engineer shall decide forthwith whether or not, the same shall be carried out and if the Engineer confirms his instructions, the Contractor’s obligations and guarantees.
shall be modified to such an extent as may be mutually agreed. Any agreed difference in cost occasioned by any such variation shall be added to or deducted from the Contract Price as the case may be.

50.2 In the event of Engineer in charge requiring any variation, a reasonable and proper notice shall be given to the Contractor to enable him to work his arrangement accordingly, and in cases where goods or materials are already prepared or any design, drawings or pattern made or work done as per the contract requires to be altered, a reasonable and agreed sum in respect thereof shall be paid to the Contractor.

50.3 In any case in which the Contractor has received instructions from the Engineer in charge, to the requirement of carrying out the alterations or additional or substituted work which either then or later on, will in the opinion of the Contractor, involve a claim for additional payment, the Contractor shall immediately and in no case later than thirty (30) days, after receipt of the instructions aforesaid and before carrying out the instructions, advise the Engineer I/C to that effect. But the Engineer I/C shall not become liable for payment of any charges in respect of any such variations, unless the instructions for the performance of the same shall be confirmed in writing by the Engineer.

50.4 If any variation in the Works results in reduction of Contract Price, the parties shall agree, in writing, so to the extent of any change in the price, before the Contractor proceeds with the change.

50.5 In all the above cases, in the event of a disagreement as to the reasonableness of the said sum, the decision of the Engineer I/C shall prevail.

50.6 Notwithstanding anything stated above in this clause, the Engineer I/C shall have the full power to instruct the Contractor, in writing, during the execution of the Contract regarding variation in scope of work of Operation & Maintenance, so as to run the sub-station smoothly and with maximum availability.

51.0 Cooperation with other Contractors and Consulting Engineers:

The Contractor shall agree to cooperate with the Owner’s other Contractors and Consulting Engineers and freely exchange with them such technical information as required to operate & maintain the sub-station efficiently and in better way.

52.0 No waiver of rights

Neither the inspection by the Owner or the Engineer or any of their officials, employees, or agents nor any order by the Owner or the Engineer for payment of money or any payment for or acceptance of, the whole or any part of the Works by the Owner or the Engineer, nor any extension of time, nor any possession taken by the Engineer shall operate as a waiver of any provision of the Contract, or of any power herein reserved to the Owner or any right to damages herein provided nor shall any waiver of any breach in the Contract be held to be a waiver of any other or subsequent breach.

53.0 Certificate not to affect right of owner and liability of the contractor.

No interim payment certificate of the Engineer, nor any sum paid on account by the Owner, nor any extension of time for execution of the Works granted by the Engineer shall affect or prejudice the rights of the Owner against the Contractor or relieve the Contractor of his obligation for the due performance of the Contract, or be interpreted as approval of the Works done / maintained and no certificate shall create liability for the Owner to pay for alterations, amendments, variations or additional works not ordered, in writing, by the Engineer or discharge the liability of the Contractor for the payment of damages whether due, ascertained, or certified or not or any sum against the payment of which he is bound to indemnify the Owner, nor shall any such certificate nor the
acceptance by him of any sum paid on account or otherwise affect or prejudice the rights of the Owner against the Contractor.

54.0 Progress Reports

During the period of Operation and maintenance Contract, the Contractor shall at his own cost submit operation & maintenance schedule and its periodic progress O&M reports as may be reasonably required by the Engineer with materials utilized / testing done and results there of etc. such as, charts, test certificates, etc. Such progress reports shall be in the form and size as may be required by the Engineer.

55.0 Handing Over

Handing over 66 KV sub stations for Operation & Maintenance contract as per attached Annexure: B

56.0 Liability for accidents and damages

Under the Contract, the Contractor shall be fully responsible for loss or damage to the equipment / operator / maintenance staff / manpower deployed (electrical or mechanical; fatal or non-fatal) under the contract until the successful completion of period of contract as defined else where in the Bid document.

All other expenses incurred due to mal-operation of equipments / not performing due to reasons of not proper operation / maintenance of equipments shall be to the account of the Contractor.

57.0 Force majeure

57.1 Force majeure is herein defined as any cause which is beyond the control of the Contractor or the Owner as the case may be, which they could not foresee or with a reasonable amount of diligence could not have foreseen and which substantially affects the performance of the Contract, such as:

a. Natural phenomena, including but not limited to floods, droughts, earthquakes and epidemics;

b. Acts of any Government, domestic or foreign, including but not limited to war, declared or undeclared, priorities, guarantees and embargoes.

Provided either party shall within fifteen (15) days from the occurrence of such a cause notify the other in writing of such causes.

57.2 The Contractor or the Owner shall not be liable for delays in performing his obligations resulting from any force majeure cause as referred to and / or defined above

58.0 Termination of Contract:

58.1 GETCO reserves the right to terminate the Contract either in part or in full due to reasons other than those mentioned under clause entitled 'Contractor's Default'. GETCO shall in such an event give thirty (30) days notice in writing to the Contractor of his decision to do so.

58.2 The Contractor upon receipt of such notice shall discontinue the work on the date and to the extent specified in the notice, make all reasonable efforts for cancellation of Contract to the extent they are related to the work terminated and terms satisfactory to GETCO, stop all further activity related to the work terminated, and assist GETCO in maintenance, protection, and disposition of the works acquired under the Contract by GETCO. In the event of such a termination, the Contractor shall be paid compensation equal to the amount of work done and materials purchased up to the date of termination.
59.0 Contractor's Default

59.1 If the Contractor shall neglect to perform the contract with due diligence and expedition or shall refuse or neglect to comply with any reasonable order given to him, in writing by the Engineer in connection with the works or shall contravene the provisions of the Contract, the Owner may give notice in writing to the Contractor to make good the failure, neglect or contravention complained of. Should the Contractor fail to comply with the notice within thirty (30) days from the date of serving the notice, then and in such case the Owner shall be at liberty to employ other workmen and forthwith execute such part of the works as the Contractor may have neglected to do or if the Owner shall think fit, without prejudice to any other right he may have under the Contract to take the work wholly or in part out of the Contractor's hands and re-contract with any other person or persons to execute the O&M contract works or any part thereof. Owner shall be entitled to retain and apply any balance which may otherwise be due on the Contract by him to the Contractor, or such part thereof as may be necessary, to the payment of the cost of executing the said part of the O&M contract. If the cost of completing the O&M works or executing part thereof as aforesaid shall exceed the balance due to the Contractor shall pay such excess.

59.2 In addition, such action by the Owner as aforesaid shall not relieve the Contractor of his liability to pay liquidated damages during contract period.

60.0 Termination of contract on owner's initiative

60.1 The Owner reserves the right to terminate the Contract either in part or in full due to reasons other than those mentioned under clause entitled 'Contractor's Default'. The Owner shall in such an event give thirty (30) days notice in writing to the Contractor of his decision to do so.

60.2 The Contractor upon receipt of such notice shall discontinue the work on the date and to the extent specified in the notice, make all reasonable efforts to obtain cancellation of all orders and Contracts to the extent they are related to the work terminated and terms satisfactory to the Owner, stop all further subcontracting or purchasing activity related to the work terminated, and assist Owner in maintenance, protection, and disposition of the works acquired under the Contract by the Owner.

60.3 If the Contractor is an individual or a proprietary concern and the individual or the proprietor dies and if the Contractor is a partnership concern and one of the partners dies then unless the Owner is satisfied that the legal representatives of the individual Contractor or of the proprietor of the propriety concern and in the case of partnership, the surviving partners, are capable of carrying out and completing the Contract the Owner shall be entitled to cancel the Contract as to its uncompleted part without being in any way liable to payment of any compensation to the estate of deceased Contractor and/or to the surviving partners of the Contractor's firm on account of the cancellation of the Contract. The decision of the Owner that the legal representatives of the deceased Contractor or surviving partners of the Contractor's firm cannot carry out and complete the Contract shall be final and binding on the parties. In the event of such cancellation the Owner shall not hold the estate of the deceased Contractor and/or the surviving partners of the estate of the deceased Contractor and/or the surviving partners of the Contractor's firm liable to damages for not completing the Contract.

60.4 No assignment, no contracting shall be allowed. No sublet contract is allowed. However payroll outsourcing is allowed provided:

1. Contractor shall have to submit agreement between contractor and service provider under pay roll out sourcing.
2. Contractor can not change pay roll agency without permission of competent authority of GETCO.
3. Contractor shall be held responsible for non compliance of labour laws & will be dealt accordingly.
4. Contractor/Pay Roll Agency have got labour license under contract labour act before initializing the work.
5. Contractor/Pay Roll Agency shall maintain attendance register for the persons deployed by them at the S/S allotted for O&M work.
6. Contractor/Pay Roll Agency shall maintain wage register. Pay slips for the persons deployed by them at the S/S allotted to them for O&M work.

7. Contractor/Pay Roll Agency shall issue Identity Card to the deployed persons at the S/S allotted for O&M work.

8. Contractor shall deposit PF contributions of the deployed persons under contractor’s employees PF trust bearing code to be submitted to owner.

   OR

   If the contractor is “exempted establishment” under the employees PF as per Sec.17 of EPF scheme 1952, then Pay Roll outsourcing Agency has to deposit P.F contribution of employees engaged under his own code/account allotted by P.F commissioner in pursuant of legal position and not by contractor.

9. Contractor and Pay Roll Agency shall have valid work compensation policy to cover the deployed persons.

10. Contractor/Pay roll agency shall have to submit above mentioned documents to EIC along with monthly bill.

11. The payment may be made only after due compliance of Labour laws & Rules and EPF Scheme by Pay Roll Agency.

12. Contractor shall keep close vigil on his Pay Roll Agency for strict compliance of provisions of contract labour Act & Rules, EPF Scheme and other labour laws applicable to agency.

13. Contractor & Pay Roll agency shall be responsible for all the liability what so ever under the labour laws or any other laws emerging employment of the deployed / deputed employer by service provider.

14. Contractor shall provide training to the deployed staff.

15. Contractor & Pay Roll Agency shall be responsible and accountable for any accident occurred to their deployed staff for what so ever reason and shall be liable to pay adequate compensation for loss of life, disability or injury.

16. Contractor & Pay Roll Agency have legal authorization for carrying out contract as per I.E Rule.

61.0 Frustration of Contract

61.1 In the event of frustration of the Contract because of supervening impossibility in terms of Section 56 of the Indian Contract Act, parties shall be absolved of their responsibility to perform the balance portion of the Contract, subject to provisions contained in sub-clause 61.3 below.

61.2 In the event of non-availability or suspension of funds for any reasons, whatsoever (except for reason of willful or flagrant breach by the Owner) and / or Contractor then the works under the Contract shall be suspended.

Furthermore, if the Owner is unable to make satisfactory alternative arrangements for financing to the Contractor in accordance with the terms of the Contract within three months of the event, the parties hereto shall be relieved from carrying out further obligations under the Contract treating it as frustration of the Contract.

61.3 In the event referred to in sub-clauses 61.1 & 61.2 above the parties shall mutually discuss to arrive at reasonable settlement on all issues including amounts due to either party for the work already done on quantum merit basis which shall be determined by mutual agreement between the parties.

62.0 Grafts and Commissions etc.

Any graft, commission, gift or advantage given, promised or offered by or on behalf of the Contractor or his partner(s), agent(s), officer(s), director(s), employee(s) or servant(s) or any one on his or their behalf in relation to the obtaining or to the execution of this or any other Contract with the Owner, shall in addition to any criminal liability which it may incur, subject the Contractor to the cancellation of this and all other Contracts and also to payment of any loss or damage to the Owner resulting from any cancellation. The Owner shall then be entitled to deduct the amount so payable from any monies otherwise due to Contractor under the Contract.

63.0 Settlement of disputes

63.1 Any dispute(s) or difference(s) arising out of or in connection with the Contract shall, to the extent possible, be settled amicably between the parties.

63.2 If any dispute or difference of any kind, whatsoever, shall arise between the Owner and the Contractor, arising out of the Contract for the performance of the Works whether during the execution of the Works Contract or after its completion or whether before or after the termination, abandonment or breach of

Seal & Signature of Bidder
the Contract, it shall, in the first place, be referred to and settled by the Engineer, who, within a period of thirty (30) days after being requested by either party to do so, shall give written notice of his decision to the Owner and the Contractor.

63.3 As hereinafter provided, such decision in respect of every matters so referred shall be final and binding upon the parties until the completion of the Works and shall forthwith be given effect to by the Contractor who shall proceed with the Works with all due diligence, whether he or the Owner requires arbitration as hereinafter provided or not.

63.4 If after the Engineer has given written notice of his decision to the parties, no claim to arbitration has been communicated to him by either party within thirty (30) days from the receipt of such notice, the said decision shall become final and binding on the parties.

63.5 In the event of the Engineer failing to notify his decision as aforesaid within thirty (30) days after being requested as aforesaid, or in the event of either the Owner or the Contractor being dissatisfied with any such decision, or within thirty (30) days after the expiry of the first mentioned period of thirty days, as the case may be, either party may require that the matters in dispute be referred to arbitration as hereinafter provided.

**64.0 Arbitration**

64.1 All disputes or differences in respect of which the decision, if any, of the Engineer has not become final or binding as aforesaid shall be settled by arbitration in the manner hereinafter provided.

64.2 The arbitration shall be conducted by three arbitrators, one each to be nominated by the Contractor and the Owner and the third to be appointed as an umpire by both the arbitrators in accordance with the Indian Arbitration Act. If either of the parties fails to appoint its arbitrator within sixty (60) days after receipt of a notice from the other party invoking the Arbitration clause, the arbitrator appointed by the party invoking the arbitration clause shall become the sole arbitrator to conduct the arbitration.

64.3 The arbitration shall be conducted in accordance with provisions of Indian Arbitration Act 1996 or latest amendment thereof.

64.4 The decision of the majority of the arbitrators shall be final and binding upon the parties.

The arbitrators may, from time to time with the consent of all the parties enlarge the time for making the award. In the event of any of the aforesaid arbitrators dying, neglecting, resigning or being unable to act for any reason, it will be lawful for the party concerned to nominate another arbitrator in place of the outgoing arbitrator.

64.5 The arbitrator shall have full powers to review and/or revise any decision, opinion, direction, certification or valuation of the Engineer in accordance with the Contract, and neither party shall be limited in the proceedings before such arbitrators to the evidence or arguments put before the Engineer for the purpose of obtaining the said decision.

64.6 No decision given by the Engineer in accordance with the foregoing provisions shall disqualify him as being called as a witness or giving evidence before the arbitrators on any matter whatsoever relevant to the dispute or difference referred to the arbitrators as aforesaid.

64.7 During settlement of disputes and arbitration proceedings, both parties shall be obliged to carry out their respective obligations under the Contract.

The reference to arbitration proceedings under this clause shall not:

a) Affect the right the Engineer-in-charge to take possession of all or any tools, plants, materials and stores, in or upon the work of site thereof or belonging to the Contractor or procured by him and intended to be used for the execution of the work or any part thereof.
b) Preclude the Engineer-in-charge from utilizing the materials purchased by the Contractor in any work or from removing such materials to other place, during the period work is stopped or suspended in pursuance of notice given to the Contractor under General Conditions.

c) Entitle the Contractor to stop the progress of the work or carrying out the additional or altered work in accordance with the provision of General Conditions for the work where there are no specifications.

d) Preclude the GETCO from getting the work done by another agency. Neither is entitled to bring a claim to arbitration latest by thirty days after the expiration of the cause of dispute.

65.0 **Reconciliation of Accounts**

The Contractor shall prepare and submit every two months, a statement covering payments claimed and the payments received vis-à-vis the works executed, for reconciliation of accounts with the Owner before the award of Contract.

66.0 **Labour laws**

66.1 Persons below the age of 18 years shall not be employed for the work. No female worker shall be employed in the night shift between 07.00 p.m. and 06.00 a.m. next day.

66.2 Contractor shall maintain a valid Labour license under the contract Labour (Regulation and abolition) Act for employing necessary manpower required by him. In the absence of such license, the contract shall be liable to be terminated without assigning any reason thereof.

66.3 The Contractor shall at his own expenses comply with all Labour laws and keep the GETCO indemnified in respect thereof. Some of the major liabilities under various Labour and industrial laws which the Contractor shall comply with are as under:

i) Payment of contribution by way of Employer’s Contribution towards Provident Fund, Family Pension Scheme, Deposit Linked Insurance Scheme, Administrative charges, etc. at the rates made applicable from time to time by the Government of Gujarat / Government of India or other Statutory Authority.

ii) Payment of deposit in respect of each contract Labour at the rate of Rs.30 or later prevailing rate with the Office of Commissioner of Labour as per the Contract Labour (Regulation and Abolition) Act.

iii) License fee as prescribed under the Contract Labour (Regulation and Abolition) Act and Rules framed there under depending upon the number of workmen.

iv) Paid leave facility and wages as per the provision of the Factories Act at the rate of one day for every 20 days of working.

v) Identity cards as prescribed under the Factories Act with photo affixed thereto, for identification.

vi) Payment of retrenchment compensation, Notice Pay and other liabilities as per Industrial Dispute Act. Any payment to the Contractor’s employee arising out of any claim of disputes under the Industrial Disputes Act 1947 or any other Labour Laws.

vii) Payment of compensation in case of accidental injury.

viii) Maternity Leave as per the provisions of the Maternity Benefit Act.

The above are some of the major liabilities of the Contractor in addition to other liabilities prescribed under the various Labour laws, in force from time to time, from Statutory Authorities like State Government / Government of India, which the Contractor shall have to comply with.

66.4 **Provident Fund and Family Pension Scheme:**

The Contractor shall submit along with his bills (month wise) a statement regarding deduction against employees Provident Fund and Family Pension Scheme in respect of each concerned employee. Provident Fund and Family
pension Scheme at the rate of 18% (or at the rate made applicable by the Government from time to time of the wages. The Contractor's contribution and his workers contribution towards Provident Fund and Family Pension Scheme shall be deposited by the Contractor with Regional Provident Fund Commissioner, Ahmedabad.

66.5 Deposit Linked Insurance Scheme
The contractor shall have to deposit ½ % of the wages in respect of employees who is a member of the Provident Fund, as the contribution to the Deposit Linked Insurance Scheme with Regional Provident Fund Commissioner, Ahmedabad.

66.6 Administrative Charges:
Administrative charges for maintaining Provident Fund Account shall be deposited by the Contractor with Regional Provident Fund Commissioner, Ahmedabad at the rates applicable.

66.7 Paid Leave Facility:
Paid Leave Facility at the rate of one day for every twenty days worked by the Contract Labour, shall be provided by the Contractor to his workers. He shall maintain Leave Records, Leave Cards, for individual laborer which shall be duly verified, approved and certified by the authorized Officer of the GETCO.

66.8 Workman's Compensation Fund and Employer's Liability Insurance:
The contractor shall cover all his employees under workmen's compensation fund and under the liability insurance. The contractor will arrange insurance policies for arranging payment to his staff injured / met with accident (Fatal / Non-Fatal) on duty of sufficient amount as per Labour laws jointly in favour of Engineer In Charge of that substation. In case of any such happening contractor will be liable for any other payment to workers / staff engaged as per existing Rules. Owner will not make any such payment to the contractor's staff or any compensation etc. during the pendency of the contract.

66.9 The contractor shall designate one supervisor/Engineer who will supervise daily Operation and maintenance activities & logging of same in respective registers/Computers along with records required under the law and contract. No payment for supervision shall be admissible.

66.10 Contractor to Indemnify the GETCO:
The Contractor shall Indemnify the GETCO and every member officer and employees of the GETCO also, Engineer-in-Charge and his staff against all actions, proceedings, claims, demands, costs and expenses whatsoever, arising out of or in connection with the matters referred herein above elsewhere and against all actions, proceedings, claims, demands, costs and expenses which may be made against the GETCO or Government for or in respect of performance of his obligation under the contract documents. The GETCO shall not be liable for intervention of authority Government for or in respect of performance of his obligation under the contract documents. The GETCO shall not be liable for or in respect of or in consequence of any accident or injury to any workman or other person in the employment of the Contractor and the contractor shall indemnify GETCO against all claims, demands, proceedings, cost, charges and expenses whatsoever in respect thereof or in relation thereto.

66.11 Wages to be paid & time of payment etc. by the contractor
a) The Contractor shall pay minimum wages per day to his Labour / Workers as per rates fixed under the minimum wages act. The wages of every Contract Labour employed by him under this contract shall also be paid by him before the expiry of 7th day of the last day of the month in respect of the wages are payable (i.e. wages of a month have to be paid by him in the first week of the next
month). Any default will result in cancellation of contract forthwith or else the contractor shall be punishable to the extent of Rs.100 per each day or as per the prevailing rules of Labour laws.

b) The Contractor shall give his Telephone (Office, Residence and Mobile Number) and Address to the GETCO, so that, in case of Labour trouble etc. the Contractor can be contacted.

66.12 **Registration with Provident Fund Office**

i) The separate P.F. code issued from P.F. commissioner is required to be taken by contractor.

ii) If the contractor does not possess separate P.F. code number of RPFC, his tender will not be considered for acceptance.

iii) The contractor should mention separate P.F. code number allotted by RPFC, along with the tender.

67. **Facilities to be provided to the employees**

a) The Contractor shall make necessary arrangements for their stay and To & Fro transport from the residence to the work place at his cost. However, the Contractor shall ensure that, the residential accommodation provided by him is not much away to enable personnel to attend to the emergency duties. If quarters are available at sub-stations, GETCO will provide quarters on rental charges for various types of quarters as under.

<table>
<thead>
<tr>
<th>Type of quarters</th>
<th>B/C/II</th>
<th>D/E/III</th>
<th>F/IV</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rent/month</td>
<td>Rs.2120/-</td>
<td>Rs.1360/-</td>
<td>Rs.730/-</td>
</tr>
</tbody>
</table>

The electricity bill of the allotted quarter is to be paid by contractor as paid by other consumers of the DISCOM as paid by other consumers of the DISCOM.

b) The potable water if available from the Bore within the premises of Substation will be made available free of cost. If water is not available or otherwise is not suitable for consumption, the contractor shall make his own arrangement for providing the potable or any water required for consumption, at his cost.

c) GETCO will provide all the necessary basic infrastructure, such as, Boundary fencing, Chain Link Fencing, respective entrance Gates, Caution Board, Prohibited Area Board, VHF connection (if available), Telephone connection etc. The telephone bill of S/S shall be paid by contractor. The contractor shall take utmost care of establishment and the equipments and keep them in working condition till the contractual obligations are over.

d) All the assets, levies and land revenue attached to the Substation premises etc., shall be paid by the GETCO. However, if such payment notices are received by the Contractor, they shall be promptly handed over to the Engineer-in-charge of GETCO. Similarly any Civic body taxes are livable on the establishment of GETCO, the same shall be payable by GETCO.

68.0 **Behavior and attitude:**

The behavior and attitude of the personnel employed by the contractor towards members of public, GETCO Officials, DISCOM Staff and Political individuals shall be very polite. In case of any abuse/attack by the individual personnel or by a mob or section of residents, in the Substation premises, the Contractor or his personnel shall not take Law in their hand, but, take appropriate legal steps and inform the Engineer-in-charge immediately, who will make his best efforts to bring Law & Order and resolve the issue.
Any basic necessity in terms of Civil works or any other work which is badly required for the safety & accurate and better operation & maintenance of the Substation shall be suggested by the successful bidder / contractor and if Engineer-in-charge feels that, there is a substance in such suggestion; Engineer-in-charge will try to provide the same.

69.0 **Uniform:**

All the personnel's employed by the Contractor shall put on a common Uniform, at the cost of Contractor, for identification. Necessary Identity Card shall also be provided by the Contractor to them, which shall be invariably put on by them while on duty.

70.0 **Marking of attendance:**

The presence of Engineers and other maintenance staff shall be meticulously recorded. The hours of duties of Engineers and the other staff shall be fixed by the Contractor. The total staff set-up approved shall be available all the time as per the duty schedule. However, in case of extreme emergency, the personals employed by the Contractor shall work till the emergency is over.

71.0 **Manpower Deployment**

a). Experienced manpower of the contractor will be interviewed & selected by Ex. Engr., Division office of GETCO authority under the jurisdiction of substation comes before deployment and any change during the running of contract shall be done after due approval of concerned Ex. Engr of GETCO.

b). The manpower deployed has medically fit and supporting documents are needed.

c). The selected operational staff has to produce a medical certificate from registered Doctor for medical fitness for working in night duty.

d). In case the person is not found up to the mark during the execution of the contract, it shall be responsibility of the contractor to replace the same with in three days.

72.0 **Vendor Registration :**

All bidders / Vendors shall be registered vendors of GETCO for a particular subject of tender. It is requested to please quote the Vendor Registration Number & date with the tender and attach vendor registration letter in the EMD Cover.

If the bidder is new & had applied for registration with GETCO before publication of tender, then tender shall be considered but copy of Money receipt paid for registration shall be invariably submitted in the EMD Cover.
PART-I SCC
SPECIAL CONDITIONS OF CONTRACT

1.0 General Particulars: This part of the Bid Document relates to certain specific/special terms and conditions particular to the Contract. The provisions herein are to be read and understood in conjunction with the relevant provisions elsewhere in the General Conditions of Contract (GCC) and Operation & maintenance schedule of contract (OMS). The intent of provisions herein are specific to this contract and are, in general, supplementary to related provisions under GCC and OMS. However, in certain provisions which are contrary to those in GCC and OMS, the provisions in these Special Conditions of Contract will prevail.

2.0 Tender Fee: The tender fee specified in notice inviting tender is payable by Demand Draft (DD) at Vadodara drawn on any Scheduled Bank in favour of Gujarat Energy Transmission Corporation Ltd. The same will be furnished in Cover-1 of Bid along with EMD (Bid Security).

2.1 Minimum tendering Quantity:
The minimum tendering quantity to be quoted shall be 15% of the total tender quantity i.e 34 Nos. of 66 KV substations.
If the bidder quotes for less than the minimum tendering quantity then the offer will not be considered for evaluations and offer will be ignored out rightly without any communication in the matter and any further requests after opening of tender will also be ignored. This should be taken care of.

3.0 Earnest Money Deposit (EMD):
3.1 As the estimated cost for this Tender is Rs.7826.31 Lacs, the EMD shall be 1% value of offered quantity i.e minimum payable EMD for 34 Nos. of 66 KV substations of Rs.11,82,643/- and additional each substation offered by the bidder will have to pay of Rs. 34784/- per each additional offer of substation, which is payable as under:
3.2 50 % of EMD by DD in favour of Gujarat Energy Transmission Corporation Ltd. on any Scheduled Bank in Vadodara. Balance 50 % by Bank Guarantee from any Nationalized Bank in the format provided herein.
3.3 Payment by Cheque / Coop Bank Guarantee / Company Guarantee is not permissible.

4.0 Declaration by Bidder: The Bidder shall sign the Declaration enclosed to this SCC and not furnishing the same will make the Bid invalid.

5.0 Qualifying Requirement
5.1 To be qualified for award, the bidder shall provide following satisfactory documentary evidence to GETCO towards Bidder’s capability and adequacy of resources:
Contractor should have Operation & Maintenance experience of 66 KV Sub stations of minimum two years either in minimum three nos. of 66 KV or above class Sub Stations including transformers, Control & Relay Panel, Circuit breakers, Instrumentation transformers etc.

OR
Original equipment manufacturer (OEM) who is associated in manufacturing of any 4 nos. of major sub-station equipments viz. Power Transformer, CT/CVT, PT, any EHV switchgear Breaker, Control Panel and 11 KV & above indoor & outdoor switchgear and who posses minimum five years experience of Annual rate contract for maintenance & service back up of their equipments of EHV sub-stations. Supporting documents shall be submitted with Bid.

a) The completion / Performance certificate from the clients for contract executed and job in hand together with their addresses and value of the work order during last two years to be submitted. The firm should have executed Operation & maintenance of minimum Three sub stations of 66 KV and above during last two years.
b) Bidder should have adequate financial capability and stability to meet the financial obligations arising out of scope of work (The bidder shall submit last three years of their profit and loss account). Financial turnover of bidder shall not be less than Rs. 1.0 crores, during any or more of the preceding three financial years for the scope of work.

c) The organization may be a company under company act for electrical jobs.

d) The Bidder shall furnish bidding schedule F1 to F11 for list of personnel, establishment, plant Equipment / experience to handle same type of works etc in the past 3 years.

e) The above-cited requirements are only indicative and not limited to the purpose of fulfilling the need of O&M of Substation.

f) The Owner reserves the right to request for any additional information, if in the opinion of the Owner, the bid is in-complete and also reserves the right to reject the Bid proposal of any Bidder, if in GETCO’s opinion the Qualification data is incomplete and Bidder is not qualified to perform the Contract satisfactorily. **The decision of the GETCO in all respect shall be final and binding on all the bidders**

g) Bidder must posses minimum Tools & Plants & testing Equipments as per clause of part II (Technical Specification). This will be verified before the award of work.

h) The bidder shall have valid Electrical Contract License of Gujarat and Registered Vendor of GETCO, registered under Gujarat Sales-Tax Act, Service Tax Act, Income tax Act and should have CPF Registration Certificate.

6.0 **Additional Documents:**
Apart From various documents to be furnished along with the Bid as required in the GCC and TTC, the following documents/details are to be furnished by the Bidder:

1. Sales Tax/ VAT/Income tax PAN No./ Service Tax Registration No. date/ issuing authority.
2. Regn. No. under Shops & Estt. Act/ issuing authority
3. Details of the Company.
4. Copy of partnership Deed or Memorandum of article of Association
5. Experience Record and details of orders pending / executed for various utilities
6. Last five years Audited Accounts/Annual report
7. Factory Registration/license details
8. Solvency certificate from Bank (upto 20 % of Bid value).
9. Copy of PF code Number allotted by PF authority.

7.0 **Instructions before submitting your bid.**

1. Bidders are permitted to quote the rates on percentage basis (firm price only).
2. The Bid evaluation of Tender shall be carried out on increase or decrease percentage of quoted rates.
3. The bidder must ensure that all the Schedules are completely filled up in their tenders and that complete information called for is given. Failure to furnish full and complete details or furnishing vague information would make the tender liable for rejection.
4. The bidder shall submit Quality Assurance Plan (QAP) & Field Quality Plan (FQP) with the technical bid.
5. Please note that the evaluation will be carried out on the strength of content of bid only. No further correspondence will be made.
6. The bidder shall bring out all the technical deviation/s only at the specified annexure.
7. Contractor shall arrange for thermo scanning of entire switchyard & also take up maintenance of fire fighting system.
8.0 **Pre-Bid meeting (If required)**

Pre-Bid meeting if required will be held at GETCO Corporate office at Vadodara to clarify the Proposal to the bidders. The same will be displayed on web-site.

The Bidder’s designated representative is invited to attend a pre-bid meeting. The purpose of the meeting will be to clarify issues and to answer questions on any matter that may be raised at that stage. The Bidder is requested, as far as possible, to submit any question in writing to reach Corporate office not later than one week before the meeting. It may not be practicable at the meeting to answer questions received late, but questions and responses will be transmitted as indicated hereafter. Minutes of the meeting, including the text of the questions raised and the responses given, together with any responses prepared after the meeting will be transmitted without delay through web site as amendment of the bidding documents.

Any verbal/telephonic clarifications and information given by the Owner or his employee(s) or his representative(s) will not in anyway be binding on the Owner.

9.0 GETCO reserves the right to reject/keep company under watch for a period of one year in case of default on account of safety.

10.0 **The bidder shall inform no. of offered substation along with technical bid.**
Declaration

Tender for “Operation & Maintenance Contract” for 66 KV sub station excluding civil works on percentage basis as per tender specifications complete along with all the tender Terms and Conditions.

In connection with above subject, I / we confirm the following:

a) I/ We, the undersigned, have read and understand the Tender Specification No. GETCO / CE (TR) / 66 KV O & M / T-7.

b) The price components in the bid are firm prices in line with Tender Specifications and shall stand valid till completion of the Contract, if awarded.

c) I / We declare that our bid is strictly in line with Tender Specifications and there is no deviation. Further, I / we also agree that additional conditions / deviations, if any found in bid, the offer shall be out rightly rejected without assigning any reason thereof.

Signature of Authorized representative of Company / Agency
NAME: ___________________
STATUS: ___________________
Name of BIDDER
## Profile of minimum required staff personnel for Operation & Maintenance of 66 KV Sub-station.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Designation</th>
<th>No. of Person</th>
<th>Minimum Qualification</th>
<th>Remark</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Switch Board Operator</td>
<td>04</td>
<td>DEE</td>
<td>Having experience in O&amp;M of 66 KV &amp; above S/S.</td>
</tr>
<tr>
<td>2</td>
<td>Helper</td>
<td>04</td>
<td>HSC + ITI (Elect. / W.M.)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Grand Total</td>
<td>08</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Note:**
If the demand of work requires more manpower, then contractor has to arrange the same with no extra cost.
BIDDING SCHEDULE – F1

DETAILS OF HUMAN RESOURCES
Details of the human resources available with the bidder for the successful performance of the contract.

Name of Bidder:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Designation</th>
<th>Name</th>
<th>Qualification</th>
<th>Professional experience &amp; details of works carried out.</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Signature of Authorised representative Of Company / Agency

NAME: __________________________
STATUS: __________________________

Name of tendering Company
BIDDING SCHEDULE –F2

Details of Tools / equipment available on hand with the bidder at the works.
Name of Bidder:

_______________________________________________________

Sr. No. | Name of Equipment | Capacity | No. of Units | Remarks

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Signature of Authorised representative Of Company / Agency

NAME: ______________________

STATUS: ______________________

Name of tendering Company
**BIDDING SCHEDULE – F3**

Details of Operation & Maintenance orders executed by the bidders of various sub-station of 66 KV class

**Period : IN LAST TWO YEARS**

**Name of Bidder :**

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Order No. / Date</th>
<th>Description of Work</th>
<th>Period</th>
<th>Order Amount in Rs.</th>
<th>Name of Order Placing Authority</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
</tr>
</tbody>
</table>

**NOTE :** Certificate for satisfactory work completion from order placing authority of Board / Organisation should be invariably attached with this schedule.

<table>
<thead>
<tr>
<th>Signature of Authorised representative Of Company / Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>NAME: ____________________________</td>
</tr>
<tr>
<td>STATUS: ____________________________</td>
</tr>
</tbody>
</table>

**Name of tendering Company**
## BIDDING SCHEDULE – F4

### FINANCIAL CAPABILITY

Name of Bidder:

---

### Sr. No. | Details | Amount Rs. In lacs | Remarks
---|---|---|---
1 | Solvency and Income Tax clearance. | | A Scheduled Banker’s Certificate of present Solvency be attached and last Income Tax certificate
2 | Annual turnover for last three years, for the scope of work. | | 
3 | Price of the biggest job carried out, for the scope of work. | | 

---

**Signature of Authorised representative Of Company / Agency**

**NAME:** ________________________

**STATUS:** ________________________

**Name of tendering Company**

---

Seal & Signature of Bidder
BIDDING SCHEDULE – F5

LATEST INCOME-TAX CLEARANCE

CERTIFICATE TO BE SUBMITTED SEPARATELY WITH THE OFFER
# BIDDING SCHEDULE – F6

## DETAILS OF PARTNERS / DIRECTORS WITH THEIR ADDRESS

**Name of Bidder:**

_______________________________________________________

_______________________________________________________

_______________________________________________________

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Designation</th>
<th>Name (address)</th>
<th>Office address with Phone Numbers</th>
<th>Residence</th>
<th>Working Place</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
</tr>
</tbody>
</table>

**Signature of Authorised representative Of Company / Agency**

<table>
<thead>
<tr>
<th>NAME:</th>
</tr>
</thead>
<tbody>
<tr>
<td>_________________________</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>STATUS:</th>
</tr>
</thead>
<tbody>
<tr>
<td>________________________</td>
</tr>
</tbody>
</table>

**Name of tendering Company**
BIDDING SCHEDULE – F7

MEMORANDUM / ARTICLES OF ASSOCIATIONS OR CONSTITUTION OF FIRM WITH THE NAMES OF PARTNERS / DIRECTORS. (TO BE SUBMITTED SEPARATELY WITH THE OFFER DULY SEALED AND SIGNED.)
BIDDING SCHEDULE – F8

ATTESTED COPY OF RESOLUTION OF PARTNERS / BOARD /AUTHORITY ACCEPTABLE BY LAW OF THE FIRM AUTHORISING A PARTICULER PERSON TO SIGN TENDER AND RELATED DOCUMENTS ON BEHALF OF THE COMPANY. (TO BE SUBMITTED SEPARATELY WITH THE OFFER DULY SEALED AND SIGNED.)
## BIDDING SCHEDULE – F9

### DETAILS OF THE FIRM

<table>
<thead>
<tr>
<th>NAME OF THE FIRM:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A</strong></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Address of Registered Office</td>
</tr>
<tr>
<td>2</td>
<td>Contact Personal</td>
</tr>
<tr>
<td>3</td>
<td>Designation</td>
</tr>
<tr>
<td>4</td>
<td>Residential Address</td>
</tr>
<tr>
<td>5</td>
<td><strong>Phone Nos. (Office and Residential) and Mobile Numbers.</strong></td>
</tr>
<tr>
<td>6</td>
<td>Fax No.</td>
</tr>
<tr>
<td>7</td>
<td>E mail address</td>
</tr>
<tr>
<td><strong>B</strong></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Address of works</td>
</tr>
<tr>
<td>2</td>
<td>Contact Personal</td>
</tr>
<tr>
<td>3</td>
<td>Designation</td>
</tr>
<tr>
<td>4</td>
<td>Residential Address</td>
</tr>
<tr>
<td>5</td>
<td><strong>Phone Nos. (Office and Residential) and Mobile Numbers</strong></td>
</tr>
<tr>
<td>6</td>
<td>Fax No.</td>
</tr>
<tr>
<td>7</td>
<td>E mail address</td>
</tr>
</tbody>
</table>
# BIDDING SCHEDULE – F10

LIST OF PERFORMANCE CERTIFICATES SUBMITTED WITH THE TECHNICAL BID

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name of the Authority by whom certificate is issued</th>
<th>Reference No. &amp; Date</th>
<th>Details of items/Description of work</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>2</td>
<td>3</td>
</tr>
</tbody>
</table>
BIDDING SCHEDULE – F11

Vendor must fill up below details & should place at the top of the Technical Bid.

1. **PRICE [FIRM ONLY]**:

2. **SALES TAX/ VAT [IN PERCENTAGE]**:
   Please quote your Sales Tax Registration No. & Date:

3. **INCOME TAX PAN NO.**
   Please quote your Income Tax PAN No

4. **Service Tax** (in Percentage)
   Please enclose copy of Service Tax Registration Certificate

5. **PF Code No.**
   Please enclose attested copy of Provident fund Certificate

6. **PENALTY TERMS AGREE**:
   (Please specify YES / No.)

7. **SECURITY TERMS AGREE**:
   (Please specify YES / No.)

8. **P.B.G. TERMS AGREED** (Wherever applicable:
   (P.B.G. – Performance Bank Guarantee)

9. **DELIVERY TERM**:

10. **PAYMENT TERMS AGREE**:
    (Please specify YES / No.)

11. **Work involved**:

12. **TELEPHONE NOS. & FAX No.**:

13. **AUTHORISED PERSON OF THE FIRM**:

14. **NAME OF THE PROPRIETOR**:
    PARTNERS, DIRECTORS [AS THE CASE MAY BE],
    ALONG WITH ADDRESS, TELEPHONE, FAX NO. Etc.
SCHEDULE – G

PROFORMA FOR CONTRACT AGREEMENT

(Non Judicial Stamp Paper of Rs. 100/-)

CONTRACT AGREEMENT

This Agreement is made at GETCO the________ day of __________ in the Christian Year Two thousand ___ between M/s. _______________ (address of office) ________________ (hereinafter referred to as “THE CONTRACTOR” which expression shall unless excluded by or repugnant to the contract include its successors or permitted assigns) of the ONE PART and the Gujarat Energy Transmission Corporation Ltd, having their Head office at Sardar Patel Vidyut Bhavan, Race Course, Baroda 390 007 (hereinafter called “The GETCO” which expression shall unless excluded by or repugnant to the contract include its successors or assigns) of the other part.

WHEREAS the aforesaid GETCO has accepted the tender of the aforesaid contractors for __________________________________________________________
___________________________________________________________________ as per GETCO’s Order No.______________________________ hereinafter called “the works” and more particularly described and enumerated or referred to in the specification, terms and conditions prescribed in the order letter, covering letter and other letters and schedule of price which for the purpose of identification have been signed by Shri _______________ on behalf of the contractors and by ---------------- on behalf of the GETCO, a list whereof is made out in the Schedule hereunder written and all of which said documents are deemed to form part of this contract and included in the expression “The works” wherever herein used, upon the terms and subject to the conditions hereinafter mentioned.

AND WHEREAS THE GETCO has accepted the tender of contractors for the construction of the said works for the sum of Rs.___________________Rupees ____________________ as per GETCO’s Order No.______________________________ hereinafter called “the works” and more particularly described and enumerated or referred to in the specification, terms and conditions prescribed in the order letter, covering letter and other letters and schedule of price which for the purpose of identification have been signed by Shri _______________ on behalf of the contractors and by ---------------- on behalf of the GETCO, a list whereof is made out in the Schedule hereunder written and all of which said documents are deemed to form part of this contract and included in the expression “The works” wherever herein used, upon the terms and subject to the conditions hereinafter mentioned.

NOW THIS AGREEMENT WITNESSESS AND IT IS HEREBY AGREED AND DECLARED THAT.

1. The contractors shall do and perform all works and things in this contract mentioned and described or which are implied therein or there from respectively or are reasonably necessary for the completion of the works as mentioned and at the times, in the manner and subject to the terms and conditions and stipulations contained in this contract, and in consideration of the due provision, executions, supply and completion of the works agreed to by the contractor as aforesaid the GETCO doth hereby covenant with the contractor to pay all the sums of moneys as and when they become due and payable to the contractors under the provisions of the contract. Such payment to be made at such times and in such manner as is provided by the contract.

2. The conditions and covenants stipulated here-in-before in this contract are subject to and without prejudice to the rights of the Board to enforce penalty for delays and / or any other rights whatsoever including the right to reject and cancel on default or breach by the contractor of the conditions and the covenants as stipulated in the general conditions, specifications, forms or tender schedule etc. attached with GETCO’s Order No. _____________________________.The contract value, extent of Operation & Maintenance of 66KV S/S works, delivery dates , specifications and other relevant matters may be altered by mutual agreement and if so altered shall not be deemed or construed to mean or apply to affect or alter other terms and conditions of the contract and the general conditions and the contract so altered

Seal & Signature of Bidder

48
or revised shall be and shall always be deemed to have been subject to and without prejudice to said stipulation.

SCHEDULE
List of documents forming part of the contract:
1. GETCO’s Tender Specification No. __________ and contractor’s offer opened on dated ____/____/20
2. Board’s contract booklet – “Tender & Contract of Works”.
3. Board’s order No.______________________________
   Dtd. _____ / ______/
4. Contractor’s acceptance of order vide letter No. ____________.
5. Contractor’s Partnership Deed dtd. ____________.
6. Contractor’s Power of Attorney / Board Resolution authorizing person to sign on behalf of Firm.

In witness whereof the parties hereto have set their hands and seals this day and month, year first above written.

1) Signed, sealed and delivered by
   (Signature with name, Designation and official seal)
   For and behalf of M/s. ______________
   (Signature)

   Address: __________________________
   __________________________________

   In the presence of (Full Name, Address and Signatures)
   i) ________________________________ (Signature)
      __________________________________
   ii) ________________________________ (Signature)
      __________________________________

2) Signed, sealed and delivered by

Chief Engineer (TR)
(Signature with name, Designation and official seal)
for and on behalf of Gujarat Energy Transmission Corporation Ltd, Sardar Patel Vidyut Bhavan, Race Course, BARODA - 390007.

In the presence of name, Full addressed and Signature:
(1)_____________________________________
   ___________________________________
(2)_____________________________________

Seal & Signature of Bidder
SCHEDULE – G

(TO BE SUBMITTED ON FIRM’s LETTER HEAD)

Refr. No.

Date :

To
The Chief Engineer (TR)
Gujarat Energy Transmission Corporation Ltd,
Sardar Patel Vidyut Bhavan
Race Course
VADODARA – 390 007

SUBJECT : __________________________________________

REFRENCE : A/T No. _________________________________

We hereby acknowledge, agree and accept your A/T under reference above with terms and conditions mentioned therein.

(Signature)

Designation ________________
SCHEDULE – G

E. M. D. BANK GUARANTEE FORMAT

(BANK GUARANTEE ON NON JUDICIAL STAMP PAPER OF Rs.100/-)

WHEREAS M/s.___________________________________ (Name & Address of the Firm) having their registered office at __________________ (Address of the firm’s Registered office) (Hereinafter called the ‘Bidder’) wish to participate in the tender No. ________________ for Operation & Maintenance work of 66 KV Sub-Station for__________________________ Gujarat Energy Transmission Corporation Ltd as a Bank Guarantee for (hereinafter called the “Beneficiary”) and Where as a Bank Guarantee for Rs.___________ (Amount of EMD) valid till _________ (Mention here date of validity of this guarantee which will be 6 (SIX) months beyond initial validity of Tender’s offer) is required to be submitted by the Bidder along with the tender.

We,_____________________________________________________ (Name of the Bank and address of the Branch giving the Bank Guarantee) Having our registered office at ________________ (Address of Bank’s registered office) hereby give this Bank Guarantee No.______________ dated __________ and hereby agree unequivocally and Unconditionally to pay within 48 Hrs. on demand in writing from the Gujarat Energy Transmission Corporation Ltd or any officer authorized by it in this behalf any amount not exceeding Rs.____________________ (Amount of E.M.D.), (Rupees_______________________________ (In words) to the said Gujarat Energy Transmission Corporation Limited on behalf of the Bidder.

We_________________________________(Name of the Bank) also agree that withdrawal of the tender of part thereof by the Bidder within its validity or Non submission of Security Deposit by the Bidder within one month from the date tender or a part thereof has been accepted by the Gujarat Energy Transmission Corporation Ltd would constitute a default on the part of the Bidder and that this Bank Guarantee is liable to be invoked and encashed within its validity by the Beneficiary in case of any occurrence of a default on the part of the Bidder and that the encashed amount is liable to be forfeited by the Beneficiary.

This agreement shall be valid and binding on this Bank up to and inclusive of ________________ (Mention here the date of validity of Bank) and shall not be terminable by notice or by Guarantee) change in the constitution of the Bank or the firm of Bidder Or by any reason whatsoever and our liability hereunder shall not be impaired or discharged by any extension of time or variations or alternations made, given, conceded with or without our knowledge or consent by or between the Bidder and the Gujarat Energy Transmission Corporation Ltd.

This is an unconditional, irrevocable guarantee. The guarantor shall make good the claim of GETCO upon receipt of its claim without checking for further details /confirmation from the bidder (Please put bidders’ name here)

NOTWITHSTANDING anything contained hereinbefore our liability under this guarantee is restricted to Rs.___________(Amt. of E.M.D.)(Rupees _______________________________) (In words). Our Guarantee shall remain in force till_______(Date of validity of the Guarantee).

SIGNATURE OF THE BANK’S
OFFICE SEAL

Seal & Signature of Bidder

AUTHORISED SIGNATORY
SCHEDULE –G

PERFORMA OF BANK GUARANTEE FOR SECURITY DEPOSIT / PERFORMANCE IN STAMP PAPER OF RS.100/-

BANK GUARANTEE NO : __________________________

The Bank of __________________________ hereby agree unequivocally and unconditionally to pay immediately on demand in writing from the Gujarat Energy Transmission Corporation Ltd., or any Office authorized by it in this behalf, any amount upto and not exceeding Rs. ____________ (Rupees ____________ only) to the said Gujarat Energy Transmission Corporation Ltd., on behalf of M/s. ____________ who have entered into a contract for the Operation & Maintenance work for 66 KV s/s specified below

A/T No. ____________ dt. ____________ for Operation & Maintenance work for 66 KV s/s of ____________ (name of work) ____________

This Agreement shall be valid and binding on this Bank up to and inclusive of ____________ and shall not be terminable by notice or by change in the constitution of the Bank or the Firm of contractors or by any other reasons whatsoever and our liability hereunder shall not be impaired or discharged by any extension of time or variations or alterations made, given, conceded or agreed with or without our knowledge or consent, by or between parties to the said within written contract.

NOTWITHSTANDING anything herein before our liability under this Guarantee shall be restricted to Rs. ________________ (Rupees ________________ only.)

The Guarantee shall remain in force until ____________

This is an unconditional, irrevocable guarantee. The guarantor shall make good the claim of GETCO upon receipt of its claim without checking for further details /confirmation from the bidder (Please put bidders’ name here)

PLACE:

Date:  
Signature of authorized Authority of Bank  
Seal of Bank
SCHEDULE – G
INDEMNITY BOND

(Non Judicial Stamp Paper of Rs. 100/-)

KNOW ALL MEN BY THESE PRESENTS that we, M/s. ____________________________
(hereinafter called “the Contractor” which expression shall, where the context so admits, include their heirs, executors, administrators and legal representatives, successors and permitted assigns) are hereby held and firmly bind unto the Gujarat Energy Transmission Corporation Ltd (hereinafter called “the GETCO” which expression shall, where the context so admits, include its successors and assigns) to refund the full amount of materials supplied by the GETCO under the terms and conditions of A/T No. _______________ dated _______________ against any loss damage or deterioration of whatsoever nature occurs to said materials supplied by the GETCO and which are in the custody of the contractor at their works site, on behalf of the GETCO, at ____________ (name of line) _______________ and / or if any of the said materials, when inspected by any officer authorised by the GETCO in this behalf, is found to be damaged, lost, deteriorated in quality or quantity, the contractor hereby agrees to bind himself to indemnity and at all times keep indemnified the GETCO against all loss, damage and deterioration to the any material supplied by the GETCO during his custody and shall pay in cash on demand from the GETCO within 30 days the market value of such materials which is lost, damaged or deteriorated in full to the GETCO and shall also hereby authorise the GETCO to deduct the said sum from any sum due to the contractor or any sum which may at any time become due to the contractor under the above referred contract or any other contract entered into by the contractor with the GETCO.

AND WHEREAS the contractors do hereby agree to be responsible for the safe custody and protection and preservation of the said materials against all risks, excluding war risks and against loss, damage and deterioration of whatsoever nature in respect of the said materials while it remains in the custody and possession of the contractor.

AND WHEREAS the said materials shall at all times be open for inspection by any officer authorised by the GETCO

Now the conditions of the above written bond are such that the contractor shall pay the full amount forthwith to the GETCO in the event of loss, damage or deterioration or whatsoever except due to circumstances arising out of war in respect of the materials supplied by the GETCO and shall fully and effectually indemnify and keep indemnified to the GETCO against such loss, damage and deterioration.

The contractor shall keep the said materials open at all times for inspection by the officers authorised by the GETCO and produce at anytime when demanded.

THE WITNESS WHEREOF: We the
Said M/S ____________________________ (Signature of contractor)

(Seal of Firm)
Here to signed at ___________this day_________In the presence of

1. Name: __________________________
   Address: __________________________
   __________________________
   __________________________
   (Signature)

2. Name: __________________________
   Address: __________________________
   __________________________
   __________________________
   (Signature)

Seal & Signature of Bidder
GUJARAT ENERGY TRANSMISSION CORPORATION LIMITED
SARDAR PATEL VIDYUT BHAVAN
RACE COURSE, VADODARA - 390 007

TENDER SPECIFICATION FOR

OPERATION AND MAINTENANCE CONTRACT FOR 66 KV SUBSTATIONS

TENDER SPECIFICATION
NO. GETCO / CE(TR) / 66 KV O & M /EE SS/D1/ T-7

PART – II

TECHNICAL SPECIFICATION FOR OPERATION & MAINTENANCE
PART – II

(A) GENERAL INFORMATION FOR TECHNICAL TERMS & CONDITIONS FOR OPERATION & MAINTENANCE WORKS:

1.0 GENERAL

1. (a) The contract order be started within 30 days from the date of Letter of Intent as per terms and conditions.
(b) Contractor should have Operation & Maintenance experience of 66 KV and above class Sub stations of minimum three years including transformers, Control & Relay Panel, Circuit breakers, Instrumentation transformers etc.

2. The contractor shall carry out the Operation and maintenance activities as per the scope of work. He will be responsible for up-keeping of entire switch-yard / all equipments, control room and other allied constructions, buildings in the switch-yard. The work shall be executed as per the equipment wise check lists mentioned in part II (Maintenance Schedule). All the records shall be maintained and submitted to the GETCO authority regularly in hard as well as soft copy. Regarding any item, if any dispute is there eg. scope of work etc. the decision of GETCO shall be final and binding to the contractor. If any deviation / deficiency in Operation and maintenance schedule is found, penalty shall be imposed accordingly.

3. For Operation, there will be three shifts each of eight hours i.e. from 6:00 hours to 14:00 hours, 14:00 hours to 22:00 hours and 22:00 hours to 6:00 hrs. The contractor shall provide separate Engineer per maximum 4 nos. of substations. The contractor shall provide Operator & helper for each shift. For the weekly off, relieving staff will also be provided by the contractor. For any overtime work by the staff of contractor, payment is to be made by the contractor.

4. The contractor has to get the shift schedule approved every month well in advance before 15 days from Engineer in Charge of GETCO, who will be posted out respective sub-station. The authorization chart of staff engaged by the contractor for duty is to be displayed in the control room duly approved by Engineer in-charge of sub station. Any change in the staff employed should be first approved by concerned EE(TR),GETCO.

5. The Shift Operator, helper at the place of duty shall be confined to inside of the substation area.

6. Necessary instructions for Operation & Maintenance of the substation will be provided for the safe operation of the substation after the award of contract.

7. The operating staff should be conversant for utilization of fire extinguisher & safely applications in emergency. If training shall be required to contractor staff, GETCO may provide at cost.

8. The contractor shall arrange all types of consumables as per attached list - III.

9. Minor spares like fuses, indicating lamp, trip coil, closing coil, contactors, terminal connections, lugs etc. to keep system in operation will be included in the scope of the contractor at his cost. The contractor shall arrange all types of spares as per attached list - II

10. All major equipments & its spare will be provided by owner. However, the contractor has to provide its labour at his own cost for replacement of the same excluding work on transformer which requires opening of tank & winding check. However, in transformer radiator, bushing replacement work, cooling system, electrical wiring, oil leakages is to be attended by contractor.

11. As per maintenance requirement the Spares are required to be replaced after discussion & mutual understanding with concern GETCO’s Engineers and MOM is to be prepared for the same.
12. The work of transportation from other Sub Station / Supplier for replacement of equipments like CT, PT, and Transformer will be carried out by contractor. Cost of this will be reimbursed by GETCO for transportation work as per GETCO’s norms.

13. Major overhauling of all equipments is in the scope of Owner.

14. **The contractor must have minimum Tools & Plants as per list No.I and testing equipments as per list No. IV. The list will be verified before the award of work.**

15. The contractor has to carry out all tests on switch yard equipments at site as per Operation & maintenance scope. **However contractor may outsource those tests which are carried out at NABL accredited lab approved by Govt or approved testing vendor of GETCO. Copy of Vendor registration is to be submitted in Qualifying requirement.** No payment will be made by GETCO in this regard.

16. Any damage / failure of activity due to the mal-operation is the responsibility of the contractor & the amount due to loss of this will be recovered. Any disputes regarding this, the decision of C.E. (TR) will be final and binding to contractor.

17. Any addition / alteration in Sub-Station during contract period, the operation & maintenance activities care has to be taken by contractor. Reduction / addition of the contract value shall not be changed in case of Augmentation & expansion / deletion of equipments in Sub station.

18. The factors affecting the percentage availability of power supply like TT, SF, emergency load shedding, under frequency tripping, failure or tripping of single transformer on Buchholz, Differential relay & overloading relay will be considered.

19. In any abnormal conditions like Mob attack etc., police protection will be arranged by GETCO after intimation by contractor.

20. The computer & required stationery may be provided to the EHV S/S by contractor.

21. The engineer deployed by the contractor must stay near headquarter (sub-station) and should be available all the time to tackle emergency in sub-station. He should be provided a telephone / mobile connection at his residence by the contractor.

22. All the available quarters shall be allotted to the contractors after awarding contract on rental charges for various types of quarters are as under.

<table>
<thead>
<tr>
<th>Type of quarters</th>
<th>B/C/II (Rs.2120/-)</th>
<th>D/E/III (Rs.1360/-)</th>
<th>F/IV (Rs.730/-)</th>
</tr>
</thead>
</table>

**2.0 SECURITY and SAFETY**

(a) Regarding Security and Safety for the assets including switch yard and the manpower associated with this assignment it will be responsibility of Contractor solely. Any consequential damages also shall remain sole responsibility of the Contractor.

(b) Security of EHV Sub-station: The Contractor has to provide Security Guards in each shift for safety of EHV S/S, Control Room and colony for maintaining security services in protected area as declared by the Government.

**3.0 OBLIGATIONS OF GETCO**

a) GETCO shall handover the Substation in good and maintainable condition before the contractual work is commenced by the personnel deployed by the Contractor.

b) GETCO shall provide sufficient quantity of Furniture required for smooth operation and maintenance activities. The contractor to keep furniture in good condition. Repairing to furniture is to be done by Contractor at his cost.
c) All the Instruction Manuals for the equipments, Panel Wiring Drawings, as well as the Switch Yard lay out drawing will be provided by GETCO.

d) The Yard lighting, Street Lighting (if any) and Control Room lighting shall be complete before the charge is handed over to the contractor. However, further replacement of the Bulb / Tube Lights / Chock / HPSV & HPMV lamps and accessories etc will be in the scope of the Contractor.

e) Water supply if available from the Bore shall be made available.

f) Internal Roads and clear access will be available in the Substation and the same shall be maintained by Contractor at his own cost.

g) Services for Civil engineering required for addition / alteration shall be arranged by GETCO.

h) Any addition / alteration in the Control Room, Cable routes or equipment positions shall be done by GETCO.

i) Before commencement of work, the inventory of all sub-station equipments and other materials will be taken jointly with concern Engineer in-charge of GETCO, and after completion of period of contract the same will have to be handed over to the concern Engineer in charge in good / working condition.

k) For proprietary software viz. PLCC, DAS, e-urja GETCO will provide support.

4.0 LICENSES

The Contractor shall obtain and maintain the necessary labour license, electrical license from Government of India / Government of Gujarat and any other statutory license required for the faithful performance of the contract and he must be in possession of P.F. Account Number. Contractor has to comply all rules & regulations of Government of India and Government of Gujarat pertaining to this contract.

5.0 WORK & SAFETY REGULATIONS

5.1 It will be the responsibility of contractor to take required steps to adequately safe guard their personnel during carrying out the work and to ensure that the work is carried out in such a manner that maximum safety to the staff is ensured.

The Contractor shall also be responsible for provision of all safety notices and safety equipment required both by the relevant legislations and the Engineer, as he may deem necessary.

5.2 All equipment used in Operation and Maintenance by Contractor shall meet Indian/International Standards and where such standards do not exist, the Contractor shall ensure these to be absolutely safe. All equipment shall be strictly operated and maintained by the Contractor in accordance with manufacturer’s Operation Manual and safety instructions and as per Guidelines / rules of GETCO in this regard.

5.3 Periodical examinations and all tests for all lifting / hoisting equipment & tackles shall be carried-out in accordance with the relevant provisions of Factories Act 1948, Indian Electricity Act 1910 and associated Laws / Rules in force from time to time. A register of such examinations and tests shall be properly maintained by the Contractor and will be promptly produced as and when desired by the Engineer in charge of substation

5.4 The Contractor shall provide suitable safety equipments of prescribed standard to all employees and workmen according to the need.

5.5 The Contractor shall provide safe working conditions to all workmen and employees at the Site including safe means for operation & maintenance activity as per contract.

5.6 The Engineer will not grant permission to connect Electrical appliances until he is satisfied that;

a. The appliance is in good condition and is fitted with suitable plug:
b. The appliance is fitted with a suitable cable having two earth conductors, one of which shall be an earthed with metal sheath surrounding the cores.

5.7 No electric cable in use by the Contractor / Owner will be disturbed without prior permission. No weight of any description will be imposed on any cable and no ladder or similar equipment will rest it against or attached to it.

5.8 **No repair work shall be carried out on any live equipment. The equipment must be declared safe by the Engineer deployed by the contractor and a permit to work shall be issued by the Engineer deployed by the contractor before any repair work is carried out by the Contractor.** While working on electric lines / equipment, whether live or dead, suitable type and sufficient quantity of tools will have to be provided by the Contractor to electricians/workmen/officers working on it. The work is to be carried out under advance written intimation & approval from EIC of GETCO.

5.9 In case any accident occurs during the Operation / Maintenance or other associated activities undertaken by the Contractor thereby causing any minor or major or fatal injury to his employees / any persons due to any reason, whatsoever, it shall be the responsibility of the Contractor to promptly inform the same to the Engineer in prescribed form and also to all the authorities envisaged under the applicable laws. For any fatal / non fatal electrical / mechanical accident GETCO will have no liability.

5.10 The Engineer in charge of GETCO shall have the right at his sole discretion to stop the work, if in his opinion the work is being carried out in such a way that it may cause accidents and endanger the safety of the persons and/or property, and/or equipment. In such cases, the Contractor shall be informed in writing about the nature of hazards and possible injury/accident and he shall comply to remove shortcomings promptly. The Contractor after stopping the specific work can, if felt necessary, appeal against the order of stoppage of work to the Engineer in charge of GETCO within 3 days of such stoppage of work and decision of the Engineer in this respect shall be conclusive and binding on the Contractor.

5.11 The Contractor shall not be entitled for any damages / compensation for stoppage of work due to safety reasons and the period of such stoppage of work will not be taken as an extension of time and will not be the ground for waiver of levy of liquidated damages.

5.12 It is mandatory for the Contractor to observe during the operation & maintenance of the works, requirements of Safety Rules which would generally include but not limited to following

a) Each employee shall be provided with initial indoctrination regarding safety by the Contractor, so as to enable him to conduct his work in a safe manner.

b) No employee shall be given a new assignment of work unfamiliar to him without proper introduction as to the hazards incident thereto, both to himself and his fellow employees.

c) Employees must not leave naked fires unattended. Smoking shall not be permitted around fire prone areas and adequate fire fighting equipment shall be provided at crucial location.

d) There shall be a suitable arrangement at every substation under the contract for rendering prompt and sufficient ‘First aid’ services for the injured.

e) Requirements of ventilation in underwater working to licensed and experienced divers, use of gum boots for working in slushy or in inundated conditions are essential requirements to be fulfilled.

5.13 The Contractor shall follow and comply with all GETCO Safety Rules, relevant provisions of applicable laws pertaining to the safety of workmen, employees, plant and equipment as may be prescribed from time to time without any demur, protest
or contest or reservations. In case of any discrepancy between statutory requirement and GETCO Safety Rules referred above, the latter shall be binding on the Contractor unless the statutory provisions are more stringent.

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a.</td>
<td>Fatal injury or accident (These are causing death)</td>
</tr>
<tr>
<td></td>
<td>Rs.1,00,000 per Person</td>
</tr>
<tr>
<td>b.</td>
<td>Major injuries or accident causing injury to 25% or more permanent disablement to any person, Workmen or employees.</td>
</tr>
<tr>
<td></td>
<td>Rs. 20,000 per person</td>
</tr>
</tbody>
</table>

Permanent disablement shall have same meaning as indicated in Workmen’s Compensation Act. The compensation mentioned above shall be in addition to the compensation payable to the workmen/employees under the relevant provisions of the Workmen’s Compensation Act and rules framed there under or any other applicable laws as applicable from time to time. In case the Owner is made to pay such compensation then the Contractor is liable to reimburse the Owner such amount in addition to the compensation indicated above.

5.14 GETCO reserves the right to reject/keep company under watch for a period of one year in case of default on account of safety.

5.15 The contractors shall deploy their minimum technically qualified staff as mentioned in Profile for minimum required staff personnel for Operation and Maintenance to perform round the clock for maintenance of 66 KV sub-stations and switchyard. These staff will report to Station Engineer, regarding day to day progress and other scheduled works in respect of carrying out maintenance work of sub-station & switchyard. **The Station Engineer should be posted per maximum four (4) nos. of substation, who will make himself available at site as and when required by GETCO within shortest time on intimation in addition to his normal daily visits in connection with relevant work of Contract.**
(B) Sub-station operation:
For ‘Operation’ of 66 KV Sub Station following activities are included in scope of work.

1. Switching ‘ON’ and ‘OFF’ of power supply on any or on a number of feeder / transformer / Buses with or without isolator operation, altering / interrupting supply structure / network of sub-Stations in a limited way or partial manner.

2. Operational activities concerning to switchyard / control room equipments:-
   (a) Switchyard equipments:- Transformers, breakers, CTs, PTs, Isolators, capacitors, lightning arrestors and other equipments.
   (b) Control room equipments: Control and Relay panels, OLTC Panels, relays, batteries, battery chargers, LTDB, DCDB etc.

3. Operations to be carried out in total supply conditions.

4. Emergency operations: Taking action to avoid any abnormal condition arising on account of over loading. Over voltage, under frequency, excessive temperature rise, which may result into partial or total grid failure.

5. Operating work of 66 KV Sub-Stations:
   a. Supervision of proper functioning of switch yard equipments in service and protective relay inside the control room. Recording of condition of equipment in shift duty registers on hourly basis. Any abnormality / deviation of condition of substation equipments shall be intimated immediately to the in-charge engineer of substation for remedial actions.
   b. Recording of load flow data on hourly basis such as:-
      ➢ Load in feeders.
      ➢ Load on Transformer(s)
      ➢ Voltage on 66 KV side of switchyard.
      ➢ Temperature of the transformer oil
      ➢ Temperature of the winding of transformer
      ➢ SF6 / Air Pressure / Hydraulic Oil Pressure in the Circuit Breaker.
      ➢ Charger current / voltage
      ➢ Voltage / specific gravity reading of pilot cell of battery sets once in a day.
      ➢ Leakage current / Surge counter monitoring of L.A. – once in a day
      ➢ To Check oil level in main/ OLTC conservator tank of Transformer.
      The reading / status be recorded hourly in the log sheet in the prescribed Performa given by Engineer in-charge of the Sub-station at the time of awarding of the contract.
   c. Recording of bus voltage & remedial measures to maintain 11 KV bus voltages from 11 KV to 11.50 KV bus voltages by selecting appropriate tap and switching on /off the capacitor bank as per the operating requirements.
   d. Recording of pilot cell reading such as specific gravity (S.G.) and Voltage of battery sets in each shift for maintaining the condition of the battery. Also the earth leakage current is to be recorded in each shift on the log sheet of the battery register / log sheet.
   e. The operating instruction given by Engineer in-charge of Sub-station are to be followed for operating as per the authorization chart by the shift staff of the contractor.
f. Operation of 66 KV Substations may be carried out as per the standard manual to be provided at respective Sub-station.

6. Operators & Supervisors will record battery voltage, its charging current 'DC healthy' status of indicators / lamps, installed in the panels & hourly reading of the Amp. Meter/ Voltmeter, frequency etc will be recorded in the register as well as well in computer in the specified manner. Complete log sheet would be filled on hourly basis by the supervisor apart from inspection of the switch yard.

7. Performa for the log sheet, register will be provided by the Engineer in-charge of the sub-station. The log sheet & formats are to be got printed by the contractor & the cost of composing, printing, paper, binding etc. for the log sheet register etc. required for operation & maintenance of the sub station will not be reimbursed to the contractor.

8. The staff on duty will not allow any out side person to enter in the sub station yard with out permission of Owner's authority.

9. Tripping of lines/Equipments & its restoration is to be informed EIC of S/S of GETCO authority.

10. During tripping of any Lines / Feeder / Equipment the relays / Facias / Alarms observed in control tool panels are to be noted immediately and carefully before resetting the same and the equipment not to be charge again without ensuring that the Relays / Facias are not indicated any heavy fault / Damaged to equipment. This is to be informed immediately to Engineer In-charge of sub-station and concern that authority. In sort for charging the equipment / lines it is to make sure that no fault persist and there is relays / Facias appeared does not indicate likely hood of damaged to equipment or chances to damaged equipment.

11. Load shedding activity is to be carried out as per LDC/GETCO’s instruction

12. Feeder wise load shedding timings is to be recorded in register.

13. DAS is to be operated & maintained

14. Reports from DAS is to be recorded as per formats.

15. Daily as well as monthly Substation loss, Max. voltage /Min. voltage/Max.load/Min.load etc. is to be calculated & recorded.

16. Category wise load data daily & monthly e.g. Ag/Jyotigram/Industrial etc . is to be recorded.

17. Back up of DAS is to be taken.

18. Defects is to be recorded and to be inform to station engineer deployed by contractor.
(C) Sub-station Maintenance:
For ‘Maintenance’ of 66 KV Sub Station following activities are included in scope of work.

(I) ROUTINE / PREVENTIVE MAINTAINANCE:

1. The detailed activities of maintenance schedule shall be submitted by the bidder to GETCO in line with GETCO’s guide lines on award of contract. The schedule maintenance should also include all the routine maintenance of equipment as per the department guide line. The maintenance schedule shall be prepared for all equipment covered under the scope of this Contract and shall be got approved by GETCO prior to commencement of work. All periodical maintenance registers shall be submitted to GETCO with due certificates / observations. Contractor is responsible for comparing & analyzing test results with respect to previous year’s record and action thereof to ensure performance of equipment.

2. The contractor shall attend day-to-day maintenance work like checking of battery sets, availability of ‘DC supply’ / Auxiliary supply, cleaning of all control & Relay / M. K. Boxes / Junction Boxes, tightness checking of terminal - connectors, nuts – bolts. List out the defect as & when noticed and to plan to attend the same during next available shut-down.

3. The scope of contract works also includes Switchyard / Road, illumination system, water supply arrangement etc. For Air condition, any minor or major spares like filter, oil, glands related to operation of AC plant shall be in contractor scope if required.

4. The contractor shall also maintain protection system including relay co-ordination and settings, liaison / co-ordination as per guideline of GETCO and other statutory authorities. The testing of relays & protection system is to be carried out in presence of GETCO's testing Engineer only.

5. The contract also includes loading / unloading / transportation of equipment / Material within sub-station premises.

6. The detailed activities of maintenance schedule is as per scope of work.

7. The contractor shall inform GETCO’s officials well in advance for taking power shut down (Outage) as and when required for preventive / periodical maintenance in 66KV sub-stations and switchyard in order to intimate concerned officials to enable them to make necessary arrangements during power shut down.

8. The contractor shall arrange all the tools and tackles as per List No.I & testing instruments as per List No.IV. All required tools and plants should be kept ready at the Sub-station. When any material/spares is procured by contractor for replacement of defective part/material, replaced/defective – damaged material will be retained with the contractor.

9. The contractor shall arrange all types of consumables / spares required for routine / periodical maintenance for sub-station including but not limited to fuses, induction lamps, PVC tapes, luminary lamps like HPSV / HPMV lamps, Fluorescent tube, welding electrode, cotton waste, cleaning cloth, distilled water, Battery solution, petroleum jelly, HT Compound, (including first-aid items as per IE Rules) etc., during the period of Contract. All the costs of consumables and non-consumables required for routine / periodical maintenance are to be included in the scope of works.

10. The switchyard of substation, surrounding the EHV substation equipments should be neat and clean. Wild grass / shrubs etc. should be cleaned regularly from the switchyard.

11. The switchyard shall be maintained properly, illuminated and secured from entry of un-authorized persons / animals.

12. Periodical checking, cleaning and maintaining electrolyte level of Battery cells. The battery terminals / connectors shall be protected from getting rusted / deteriorated
due to saline climate by applying suitable rust preventive coating of approved make and applying petroleum jelly for better contact and connection of battery cells.

13. The maintenance of the 66 KV Substation, Equipment i.e. transformers, breakers, Isolator, PT, CT, LA, Station Transformer and other equipments are to be done by the contractor as per the schedules and procedure of GETCO such as monthly maintenance, quarterly maintenance and emergency maintenance work etc.

a) The shutdown for the maintenance of substation equipments will be provided by Engineer in charge of GETCO on submission of request by contractor / his authorized representatives. The records are to be maintained in register by the contractor as per Performa provided by Engineer in charge of concern sub-station at the time of handing over the sub-station and the same to be certified by Engineer in charge of GETCO before passing of monthly bill. For maintenance the required T&P as per enclosed List-I are in the scope of contractor.

b) All the load flow data etc. will be done in the computer by the operators of the contractor as directed by Engineer in charge of sub-station.

c) The maintenance of 66 KV Sub-stations, transformers, breakers, CTs, PTs, lightning arrestors, isolators, batteries & battery chargers and other equipments may be carried out as per the standard manual provided at 66 KV Sub-station.

14. The proper performance of the equipment and system shall be the sole responsibility of contractors. If the nature of repairs is minor for any of the equipment installed in the sub-station, the rectification of the same would be the whole responsibility of the contractor; the contractor should not link with the performance of the customer warranty. The contractor should have tie up with OEM & should have adequate technical knowledge to attend defects.

15. Hot points in switchyard is to be checked and attended.

16. Periodically checking of clamps, connectors, jumpers etc. & thermovision of yard & equipment is to be carried out.

**II Breakdown Maintenance:**

a. The scope of breakdown maintenance should include all the services required for replacement of defective equipment/parts due to equipment failure. The equipments / major spares will be provided by GETCO. For replacement of failed / defective equipment, major spares the contractor will arrange for labour / men-power and its payment is under the scope of the contractor.

b. If outages is to be extended for further period of scheduled time, it is to be got approved by GETCO authority.

c. All special testing equipment required for maintenance are to be arranged by the contractor as per attached list. However, in case of damage to equipment including collapse of structure / foundation etc. caused due to naturals calamities / acts of God GETCO will supply replacement or equipment / parts and spares etc. If the GETCO is not able to supply the replacement of equipments / spares, the contractor shall arrange for procurement of equipment / spares to be replaced, the cost of which will be reimbursed to the contractor as per actual expenditure on production of invoice of the same.

d. During the execution of contract, if any kind of repairs is considered to be of the major nature and it is absolutely necessary to be undertaken at work place of manufacturers / suppliers, it should be reported to GETCO immediately and with the approval of GETCO the same may be taken up. The cost of such repairs shall be reimbursed by GETCO on actual basis on production of relevant original documents / bills. The loading, unloading and transportation within sub-station premises will be the responsibility of the contractor during the contract period.

e. The contractor shall maintain all Tools and Plants / items in his scope at the sub-station. All break downs including electrical / mechanical shall be promptly attended by the contractor and routine spares shall be arranged by the contractor. Special spares related to equipments shall be arranged by the GETCO. Spares for motors / compressor etc. shall be arranged by the contractor.
(III) MAINTENANCE OF SUB STATION-

1) POWER TRANSFORMERS

The 5 MVA / 10MVA / 15MVA/20MVA, 66/11KV or 66/22 KV Transformers shall be maintained as per the standard practice as well as the Maintenance Manual provided by the Original Equipment Manufacture (OEM).

(a) The Transformers and its accessories shall be kept under surveillance round the clock. The readings of OTI & WTI shall be taken at an interval of one hour.

(b) Any occurrence of the transformers shall be promptly attended and if the occurrence is beyond the scope or purview of the personnel on duty, the same shall be promptly reported to E.I.C of GETCO.

(c) The physical observation of the Transformer shall be recorded on day-to-day basis by the operating staff and in case of any abnormalities like, oil leakage, sparking on the Clamps & Connectors, mal-functioning of accessories Tap Changing mechanism, WTI, OTI etc., the report shall be made immediately to the Engineer-in-charge.

(d) The oil level shall be regularly monitored and topping shall be done in the presence of GETCO officials. The required quantity of Transformer oil shall be made available by the GETCO free of charge. In case of any oil leakage, the same shall be attended by contractor at the earliest.

(e) The Silica Gel shall be periodically changed by the contractor. The cost of Silica Gel will be borne by the contractor.

2) CIRCUIT BREAKERS

(a) The Circuit Breakers shall be maintained as per the Maintenance Schedule provided by the OEM.

(b) All the checks of daily, weekly, monthly and yearly shall be exercised as per the Instruction Manual.

(c) All the parameters which are likely to affect the performance of Breaker shall be kept under the controlled condition as per the recommendations of OEM.

(d) The physical observation of the Breaker shall be done round the clock for any apparent change in physical appearance or electrical performance of the equipments, Hot Spots, Alignment, etc. For any abnormality, the report shall be made to EIC.

(e) All the operating mechanism, DC supply & Control Circuits shall be periodically checked-up and kept in good condition by cleaning, removal of dust, oxidation etc. All the contacts and wires on the Kiosk of the equipment shall be kept in healthy condition without any sign of oxidation.

(f) It should be ensured that, all the kiosks shall be Vermin Proof & Moisture Proof.

3) CTs / PTs

(a) The maintenance should be carried out as per the maintenance schedule /instructions provided by OEM.

(b) The terminal kiosk of the C.T shall be periodically checked for Vermin Proofing & Moisture Proofing. The secondary terminal shall be free of rusting, pitting and oxidation. The shorting links if any, shall be in their proper healthy position.

(c) The equipment shall be physically checked round the clock. Any Hot Clamp on the CT Primary shall be got promptly attended.

(d) Oil level shall be kept under observation and remedial measures required shall be taken appropriately.
4) **ISOLATORS.**

a) The Isolators shall be kept in good operating condition all the time.
b) Jaws of the Isolators and springs etc., shall be maintained regularly to ensure reliable operation.
c) The Isolator structure and its foundation etc., should be kept under observation for proper vertical alignment and in plumb position.
d) All the interlocks should be in operating conditions.

5) **LIGHTNING ARRESTER**

a) Lightning Arresters and its counters should always be in good condition.
b) The earthing pits of the Lightning Arresters should always be kept under activated condition.
c) The counter reading of Surge Counter be taken every day.

6) **GANTRIES & INSULATORS.**

The bus gantries and insulators should be kept under observations for any deformation or external defects. The insulators should be periodically cleaned by taking shut-down.

7) **CABLE TRENCH**

The personals employed by the contractor shall also keep the Cable Trenches neat and clean free from any dirt and other materials.

8) **MAINTENANCE OF CONTROL & RELAY PANELS.**

The contractor shall meticulously maintain the Control & Relay Panel with respect to annunciators, Semaphore Indicators and Mimic Diagram as well as Indicating Lamps, Hooters etc. The Control & Relay Panel shall also be kept neat and clean outside and inside. The Heater and lighting arrangements etc., within the Control / Relay cubical will always be maintained in good condition. The Contractor shall ensure the Vermin Proofing of the Control / Relay cubical / 11 KV Bus all the time and any material required for Vermin proofing and minor gasket changing etc., shall be arranged by the Contractor at his cost.

9) **EARTHING**

The earthing system of the Substation in general and that of Panels, Transformer equipments, L.As/Breakers etc., in particular shall be always kept activated. The Transformer Neutral end earthings shall be meticulously maintained. The earthing resistance (Meter shall be provided by Contractor as approved by EIC of GETCO) shall be measured at an interval of 06 months and record of the same shall be maintained. Preferably, earthing resistance measurements shall be carried out in presence of the authorized representative of GETCO. Earth resistance should be less than 1 Ohm.

10) **BATTERY & BATTERY CHARGER (STATION PLC & VHF BATTERY & BATTERY CHARGER.**

a) Batteries of the Substation shall be always kept in healthy condition by periodical maintenance as per the instruction of Engineer-in-charge. The details of the Battery condition shall be recorded in the specific Register provided by GETCO on day-to-day basis.
b) Battery Charger shall also be maintained meticulously and its function shall be checked weekly by draining the batteries as per the instruction of Engineer-in-charge. The D.C. supply available from the Chargers shall be monitored regularly and its record should be maintained.

c) Topping up in this cell if required (Distill Water / Solution) same will be in the scope of contractor.

11) **LT PANEL BOARD**

The L.T Panel Board shall be maintained regularly and any defects observed with regards to its contacts, overheating of any part etc., shall be attended immediately.

12) **11KV BUS & CAPACITOR BANKS.**

The maintenance of 11KV Bus & capacitor Banks should be done as per the standard practice and in case of failure of any capacitor cell, it should be reported to the EIC by the Contractor.

13) **FIRE PROTECTION SYSTEM.**

All the personnel employed by the Contractor shall get themselves acquainted with the Fire Protection System and the equipments provided in the Substation premises, so that in case of emergency they can promptly use them. Mock Fire Drill shall be carried out once in every three months for fire preparedness in presence of all the personals. Fire fighters will be provided by GETCO.

14) **YARD LIGHTENING / CONTROL ROOM LIGHTENING:**

Yard & Control Room should be properly illuminated & to be maintained.
(D) **Check list for Operation:**

1. **OPERATIONS :**

   ➢ Hourly:
   - Taking Readings of all meters installed at control panel.
   - Air and Gas pressures of Gas circuit breakers.
   - Oil & winding temperatures of Transformers.
   - Taking readings of surge arrestor counters of lightning Arrestors.
   - Checking any sparking or flash over in the sub station.
   - Taking readings of Battery Charger Voltages & Amp. Loading.

   ➢ Daily:
   - Checking of cooling system of Transformers. i.e. running of fans and pumps of transformer on auto & manual mode.
   - Checking of the operations of compressors of circuit breaker.
   - Checking contacts of isolators are in proper position or not.
   - Checking of oil levels of all bushings, main & OLTC Conservator, CTs and PTs etc.
   - Checking of air / gas / oil leakages if any for circuit breakers.
   - Checking of condition of silica gel.
   - Checking of voltage & specific gravity of pilot cell of Battery set.
   - Cleaning of Premises, Battery room, control relay panels etc.
   - Maintaining log books & daily check list.
   - Issuing line clear to the authorized person as per GETCO’s norms.
   - Obey the instructions of LD for load shedding.
   - Percentage s/s losses is to be calculated and to be specified in log-sheet and register.

   ➢ Weekly:
   - Draining of the air / moisture from air conservators of circuit breakers.
   - Checking of oil level of compressors oil of circuit breakers.
   - Checking of Yard and control room lighting.
   - Checking of specific gravity and cell voltage of Battery cell of Battery set.
   - Watering to the earth pits if necessary.

   Monthly:
   - Checking Auto / Manual operations of OLTC.
   - Check earthing points & their contact. Tighten wherever required.
   - Preparation of monthly checklist and events log for the month.

   ➢ Events:
   - Logging auto / manual operations of OLTC.
   - Logging the break down events with relay indications etc.
   - Logging shut down events, log of operations during shut down period.
   - Maintaining visitors registers along with their comments & details of their visits.
(E) Check list for Maintenance:

**Transformers:**

- **HOURLY**
  - Check oil & winding temperature, check for abnormalities.

- **DAILY:**
  - Check oil levels of bushings, OLTC & Main conservators. Check for abnormalities.
  - Check cooling system of transformer. i.e. running of fans and pumps of transformer on auto & manual mode.
  - Check condition of silica gel. Recondition if found pink in colour.

- **Weekly:**
  - Draining the air / moisture from air reservoirs.
  - Check the oil of compressor oil.

- **Half Yearly**
  - Cleaning of all the bushings & inspection there of.
  - Checking of Horn gap distance & its tightness.
  - External cleaning of radiators
  - Checking of auto staring of cooler pump/fans.
  - Earth resistance measurement.
  - Checking of marshaling box

- **YEARLY:**
  - Routine Oil testing as per IS 1866
  - DGA through NABL accredited Lab approved by Govt.
  - Low Voltage testing including winding resistance.
  - Tan delta & capacitance measurement of winding & bushings
  - IR/PI value of transformer.
  - Maintenance of OLTC driving mechanism & operational check.
  - Checking of transformer trouble operating devices i.e. Buchholz relay/PRV/OTI/WTI etc.

**Circuit Breaker (Out Door):**

- **Daily**
  - Drainage of moisture from Air reservoir.

- **Half Yearly**
  - Cleaning of circuit breaker body & bushings & visual inspection there of. Touch up painting on metal part wherever required.
  - Check tightness of clamps/connectors/bolts & Nuts.
  - Check working of heater in MK box /control cubicles/panels.
  - Check working of operating mechanism including oiling/greasing as recommended by OEM/ as per requirement.
  - Complete maintenance of Air compressor i.e
    - maintenance of motor & starter
    - measuring & recording of motor current
    - Check Air pressure switch settings
    - Check oil level, oil quality & replace if required or replaced as OEM recommended
    - Check Air filter & replaced if required or replaced as OEM recommended.
    - Check V belt tension
• Insulation Resistance measurement test & comparison with past history.
  ❖ Breaker in open condition: Top-Earth, Bottom-earth, Top-bottom
  ❖ Breaker in close condition: Top/Bottom-Earth
• Arresting air leakages.
• Check the settings of air and gas pressure switches.

➢ YEARLY:
• Check of MK box, Panels, Control cubicles includes
  ❖ Cleaning,
  ❖ Vermin proofing/sealing,
  ❖ Check rusting/painting
  ❖ Check tightness/cleaning of contact area of control cable.
• Check structure/equipment earthing
• Check foundation condition
• Check SF6 Gas low pressure alarm, Lock out setting & verification of indication/annunciation
• Check oil level & oil condition i.e measurement of DS (dielectric strength) value of oil with 2.5mm gap in oil circuit breaker
• Check & lubricate the operating mechanism
• Logic checks of operation of circuit breakers i.e
  ❖ Tripping through each protection, verify annunciation & indication
  ❖ CB operation by TNC switch.
  ❖ CB operating by emergency trip
  ❖ Indication checks i.e trip Ckt. Healthy, SF6 Gas/Air pressure Normal etc.
  ❖ Annunciation checks i.e trip ckt. Faulty, DC faulty, breaker lock out etc.
• Checking the ON / OFF Timings of circuit breaker poles and measurement of travels of each pole at 66 KV side.
• Measurement of static contact resistance
• Checking of pole discrepancy relay & timer.
• Checking of close & trip coils current.

Circuit Breaker (In Door):

Please do not violate any Safety guidelines

Hourly:
• DC health check
• Checking of PT voltage availability
• Checking of DC leakage.

Daily:
• Checking of vermin proofing.
• Cleaning the panels relays, covers blowing dust from outside.
• Checking the working of indicating lights, annunciation system, bell, buzzer & hooter etc.

Weekly:
• Visual inspection of mechanism & its operation for any looseness (This activity shall be performed during feeder under LCP of load shedding. No separate/special outage is to be taken for such activity)

Half Yearly:
• Insulation Resistance measurement test & comparison with past history.
  ❖ Breaker in open condition: Top-Earth, Bottom-earth, Top-bottom
  ❖ Breaker in close condition: Top/Bottom-Earth
• Checking of heater working condition.
• IR value of bus & comparison with past history & corrective actions there of.
• Breaker’s tripping test through relay.
• Checking of tripping interlock & shutter operation

Yearly:
• Check Panel earthing.
• High voltage test in case of VCB.
• Checking of trip/close coil current.

**Current & Potential Transformers:**

- **Monthly:**
  - Checking of bellow expansion.

- **Half yearly:**
  - Visual inspection/cleaning of porcelain parts & metallic parts. Touch up painting on metal part wherever required.
  - Check tightness of clamps/connectors/bolts & Nuts.
  - Check of oil level & leakage including visibility of oil level indicator.
  - Check condition of bellow i.e
    - Check operation of bellow
    - Check oil leakage of bellow
    - Check working of heater in MK box.
  - Earth resistance
  - Checking of Marshaling box

- **YEARLY:**
  - Check of MK box, Panels, Control cubicles includes
    - Cleaning,
    - Vermin proofing/sealing,
    - Check rusting/painting
    - Check tightness/cleaning of contact area of control cable.
  - Check secondary terminal connection with due care.
  - Check structure/equipment earthing
  - Check foundation condition
  - Insulation Resistance measurement test & comparison with past history.
    - Primary-Earth
    - Secondary-Earth
  - Measurement of Tan delta & capacitance

**Lightning Arresters:**

- **Daily:**
  - Checking the readings of surge arrester counters.

- **Half Yearly:**
  - Visual inspection/Cleaning of Lightning Arresters body & porcelain part. **touch up painting wherever required.**
  - Tightening of nuts and bolts.
  - Checking of surge arrester counters working.
  - Checking of earth connection between surge arrester, surge monitor & earth.

- **YEARLY:**
  - Measurement of LCM
  - Measurement of Insulation resistance
  - Check structure/equipment earthing
  - Check foundation condition

**Control & Relay Panels:**

- **DAILY:**
  - Cleaning the panels, relay covers Blowing dust from **outer** side of panels and 11 KV breakers.
  - Checking the working of indicating lights, annunciation lights, bell, buzzers and hooters.
• Checking fuses.

➤ YEARLY:
• Testing of all relays as per manufacturer’s recommendations.
• Taking alarm and tripping trials of all equipments.
• Functional checks of all control circuits by primary injection.
• Earth resistance Measurement.
• Checking of DC logic circuit for trip/close function.

Battery sets:

➤ DAILY:
• Cleaning of all cells, checking battery contacts.
• Checking voltage & specific gravity of pilot cell of Battery set.

➤ MONTHLY:
• Checking specific gravity & cell voltage of all cells of Battery set and correcting wherever necessary. Cleaning & applying petroleum jelly to all connecting points.
• Tightening nut bolts of each cell.
• Draining the battery up to 25% of the rated value and then boost charging.

Earthing System:

➤ MONTHLY:
• Check earthing & points & their contact, Tighten wherever required.
• Watering of earth pits if necessary.

➤ YEARLY:
• Check earth resistance of grid and individual earth pits.

❖ General Maintenance:

➤ DAILY:
• Cleaning of Premises, Control room, Grass cutting etc.

➤ WEEKLY:
• Checking Yard and control room lighting replacement of bulbs, tubes, HPSV/HPMV lamps, Chokes if required.

➤ YEARLY:
• Tightening nut bolts of Structures, Bus bar connections, Hard wares, Earth wires etc.
• Cleaning of Insulator Discs, Bus post insulators etc.

Note: Over and above check list, the contractor has to refer Annexure-A (Scope of work for EHV substation Equipment maintenance)
LIST: I

MANDATORY TOOLS & TACKLES TO BE KEPT AT SUBSTATION END BY THE CONTRACTOR

- Set of Discharge rods. Minimum 6 Nos. of Discharge rods.
- Complete set of all sizes of double ended, Ring, Tubular & box spanners – 1 Sets
- Complete set of all sizes of screw drives – 1 Sets.
- One derrick capable of handing highest equipment of the substation.
- Guy ropes suitable for hoisting above derrick.
- 1 Bundle of 20 mm and 1 Bundle of 10 mm polypropylene rope.
- 1 No. of 3 way, 1 No. of 2 way & 3 Nos. of 1 way pulleys suitable for 20 mm polypropylene rope.
- Minimum 3 sets of heavy duty insulated hand gloves suitable for working voltage of 11KV system or above as per IEC 60903
- 6 Nos. of Helmets, 6 Nos. of Safety Belts as per approved IS/IEC
- 2 Nos. of heavy duty dry cell or rechargeable (with out acid) torches.
- 6 Nos. of Rain coats & 6 sets of Gum boots.
- 1 No. of first aid box.
- Other Tools / Instruments required be utilizing but not listing above as per the scope of work.
LIST: II

MANDATORY SPARES TO BE KEPT AT SUBSTATION END BY THE CONTRACTOR:

- Contactors / cooler pump/ Control wire/ Ferrule / Lugs.
- ON / OFF switches/ Tripping & closing coils
- Nut bolts, washers of sizes used in sub station.
- Panel Bulbs of ratings used in sub station.
- HRC fuses of ratings used in sub station.
- Bulbs, Flexible Tube lights, HPSV or HPMV etc.
- lighting material for yard, CR and in S/S premises
- Earth Strips.
- Copper bond/ Earth bond.
- LT fuses & Switches.
- Small gaskets & gaskets for CT/ PT.
- Battery charger spares.
- Different size of terminals.
- Glass & steel Bottle for taking Oil sample.
- All spares recommended by manufacturers of equipment installed in the sub station.
- At least 2 Nos. of each closing & Tripping coils of all types of circuit breakers.
- Sets of clamp Connectors, Conductor, Disc Insulators, Hard ware, Earth wire etc.
LIST: III
MANDATORY CONSUMABLES TO BE KEPT AT SUBSTATION END BY THE CONTRACTOR:

- Minimum 20 Kgs. of Petroleum jelly / Silica gel
- Thinner/ paint/ brush/wire brush
- Door rubber ring.
- Lubricating oil / Compressor oil
- Minimum 50 Ltrs. of Distilled water.
- Minimum 1 Ltr. of Battery acid.
- Minimum 5 Nos. of Bottles of Carbon Tetra Chloride (CTC), Cleaning items.
- CRC or contact cleaner spray.
- M seal epoxy compound, sealing compounds paint, red oxide, HT compound etc.
- Hardware (GI & Cadmium passivated), control copper wires, Various types of clamps & connectors.
- Fuses, Fuse wire, insulation tape, emery paper, HT Tape, indication lamp, Luminary lamps (i.e. HPSV / HPMV), Florescent Tubes etc.
- Coke, salt, cotton waste, muslin cloth, waste cloth cleaning agents viz. soap, detergent powder etc.
- Registers, stationary, Blank CDs etc. Pertaining to operation & maintenance work.

Following consumables are to be provided by contractor at substation as & when required

- HSD for DG set if required.
- SF6 Gas Cylinder with suitable filling device.
LIST: IV

MANDATORY EQUIPMENTS/INSTRUMENTS TO BE KEPT AT SUBSTATION
END BY THE CONTRACTOR:

- IR tester (5 KV).
- Multi meter
- Hydrometer to check specific gravity of battery sets.
- Thermometer

Following EQUIPMENTS/INSTRUMENTS are to be provided by contractor at substation as & when required

- Thermovison camera with group of sub-stations not more than 5 nos.
- Tan- delta testing kit
- Contact resistance kit.
- Breaker time testing kit (Circuit Breaker Analyzer).
- Oil testing kit for BDV & PPM.
- Earth resistance tester
- Relay testing kit
- Vacuum Interrupter Tester.
- Turn Ratio Kit
- Winding resistance Kit
- Transformer testing kit

Note: Other testing kits not specifically covered above for carrying out maintenance as per specified schedule in the specification may be tied up by bidder with external expert agencies.
OPERATION AND MAINTENANCE CONTRACT
FOR 66 KV SUBSTATIONS

TENDER SPECIFICATION
NO. GETCO / CE(TR)/ 66 KV O&M /EE SS/D1/ T-7

PART – III
Price Schedule
### SCHEDULE – III

#### PRICE – SCHEDULE

**BIDDING DOCUMENTS FOR**

**Tender NO. GETCO / CE(TR)/ 66 KV O&M /EE SS/D1/T-7**

**FOR OPERATION AND MAINTENANCE OF 66 KV SUB-STATIONS LOCATED AT __________________________________________________sub station.**

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Particulars</th>
<th>Qty</th>
<th>Rate/ Sub-station/ year</th>
<th>Total Tender Amount/year</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>The Operation &amp; Maintenance of 66 KV Sub Station on contract basis as per the scope of work for a period of three (3) years.</td>
<td>225 Nos.</td>
<td>Rs.9,63,584</td>
<td>Rs.21,68,06,400</td>
</tr>
<tr>
<td>2.</td>
<td>Service Tax @10.3% on item 1 above</td>
<td></td>
<td></td>
<td>Rs.2,23,31,059</td>
</tr>
<tr>
<td>3.</td>
<td>Total (1+2)</td>
<td></td>
<td></td>
<td>Rs. 23,91,37,459</td>
</tr>
<tr>
<td>4.</td>
<td>Testing of Sub-station equipments with testing kit of contractor at 66 KV sub-station as per Annexure-C</td>
<td>225 Nos.</td>
<td>Rs.87,598</td>
<td>Rs.1,97,09,550</td>
</tr>
<tr>
<td>5.</td>
<td>Service Tax @10.3% on item 4 above</td>
<td></td>
<td></td>
<td>Rs.20,30,084</td>
</tr>
<tr>
<td>6.</td>
<td>Total amount of testing with Service tax (4+5)</td>
<td></td>
<td></td>
<td>Rs. 2,17,39,634</td>
</tr>
<tr>
<td>7.</td>
<td>Total/year with service tax (3+6)</td>
<td></td>
<td></td>
<td>Rs. 26,08,77,093</td>
</tr>
<tr>
<td>8.</td>
<td>Total tender amount for three year with service tax</td>
<td></td>
<td></td>
<td>Rs. 78,26,31,279</td>
</tr>
</tbody>
</table>

(Rupees In words Rs._Seventy Eight crore twenty six lacs thirty one thousand_two hundred seventy nine rupees)

I am /we are willing to carry out the work stated above at (in fig) ------------ % (in words) --------------------------------------------- percentage BELOW/ABOVE the estimated cost for ___________Nos. of substations. The amount of tender works out with above percentage is Rs. ------------- (in Figures) --------------------------------------------- ------- (in words), which is inclusive of all taxes & duties.

I am/we are to confirm that our above quoted rates are FIRM & inclusive of all taxes including service tax as stipulated in Tender specification.

**Signature of Authorized representative**

**Company/Agency**

**Name:** ------------------------------------------**Status:** ------------------------------------------

------------------------------------------

**Name of Tendering Company:** ------------------------------------------

Seal & Signature of Bidder