



ब्रेथवैट एंड कंपनी लिमिटेड  
(भारत सरकार का एक उपक्रम)

**BRAITHWAITE & CO LIMITED**  
(A Government of India Undertaking)

MINISTRY OF RAILWAYS

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e-mail: [purchase@braithwaiteindia.com](mailto:purchase@braithwaiteindia.com) , website-[www.braithwaiteindia.com](http://www.braithwaiteindia.com),  
CIN:U74210WB1976GOI030798

**TENDER ENQUIRY NO. BCL / HT LT Lines/ AMC /CW/2017/SS/R Dated: 08.02.2017**

To,

“Limited Tenders are invited in Two bid system for AMC of HT & LT installations of CW workshop, office premises, Guest house, Security quarter, Gates KoPT lines passing through CW & VW”.

**CONTRACT PERIOD: 24 months i.e. 2 consecutive years.** However, after one year from date of PO, the performance is to be assessed and if the performance is not satisfactory, the same may be terminated.

1. The jobs are to be carried out mainly in Clive works of BCL & other areas as mentioned above. Bidders are requested to visit site and inspect the facilities, specifications of electrical spares to be supplied etc. and to understand the job to be performed before submitting offer. Bidders shall contact Maint. In-charge - Clive Works for this purpose. No claim shall be entertained afterwards. Bidders should also submit a declaration for the same along with techno-commercial offer. Also no deviation in the tender conditions will be considered and BCL reserves the right to reject such offers.
2. Closing of tender Box. : 14.30 hrs. on **21.02.2017**
3. Opening of the tender along with Part-I bid : 15.00 hrs. on **21.02.2017**

The offer should comprise of two parts as under:

Part-I : Techno-commercial bid & E.M.D  
Part-II : Price bid

Both Part – I & Part – II bids of the quotation shall be inserted separately in two (2) envelopes, being sealed and super-scribed with our Tender No. and Part No. These two envelopes / bids shall be put into a 3<sup>rd</sup> envelope which should also be sealed & super-scribed with **Tender No., Date, Due Date & Box No.**

Sealed Tender, addressed to **GM (MM), Braithwaite & Co. Ltd., 5, Hide Road, Kolkata – 700 043** may be dropped in our **Tender Box No. 2** (in case of hand delivery) or may be sent by Registered post but must reach us Positively within (**due date**) **up to 14.30 hrs.** No offer shall be accepted after closing of the Tender Box in whatsoever mode of receipt.

Tender will be considered cancelled if the documents required for Part-I (Techno-commercial Bid) & Part-II (Price part) bids are not placed in respective / proper envelopes.

The techno commercial bid (Part-I) shall be opened on at 15.00 hrs. Tenderers may depute their authorized representative to be present during opening of the tender. The price bid (Part-II) shall be opened for techno - commercially acceptable bidders only for which opening date and time will be intimated in due course.

Tender documents can also be downloaded from our website [www.braithwaiteindia.com](http://www.braithwaiteindia.com) and offer can be submitted meeting tender requirements.

**Contd. P/2.**

**Website Display:** Bidders quoting through Website Display should submit the followings along with techno-commercial bid:

- a) Experience documents such as P.O. copies and documents related to proof for completion like Completion certificate /certified bills, etc for AMC of similar type of jobs i.e. experience in maintenance or installation work of HT & LT electrical equipment / system. Bidders should have executed one order of ₹ 20.40 Lacs or Two orders of each value ₹ 12.75 Lacs or Three orders of each value ₹ 10.20 Lacs for AMC job of similar type during last 7 years ending on 31.01.2017.
- b) Audited / Chartered Accountant certified Balance Sheet and Profit & Loss Accounts for the last 3 (three) years ending on 31.03.2016. Bidders should have average annual turnover of ₹ 7.65 lacs during last 3 years ending on 31.03.2016. The bidder should have earned net profit in any of the last 3 years.
- c) Copy of Trade License and certificate / license issued by Govt. of W. B. for working in HT & LT lines and installation.
- d) Copy of PF & E.S.I. Registration certificate, Service Tax Registration certificate, PAN & IT Return documents.

**I. JOB DESCRIPTION:**

The entire job includes all electrical repair / replacement work as given in the list below & as required to keep the production job running. It also requires working on LT / HT lines / installations.

**A) Area of Work:**

The area of activity covers whole of Clive Works premises i.e. Head Office, Corporate Office, workshop Office, all canteens, Stores, all toilets, rooms, shop floor area & adjacent rooms, pathways of all bays, security quarters, KoPT lines passing through CW & VW to entry gate, Estate areas like Alipore, Saiyad Amir Ali Avenue, Dhakuria, Woodlands etc.

**(B) Scope of Work:**

- 1) Attending for repair for day-to-day fault of any kind of electrical devices / appliances viz light fan / fittings, water coolers, storage water heaters, motor starters, electrical wirings, power cables, distribution cables, distribution Boards / MCB Boards / fuse boards, main switch, switch boards, switches, meters etc along with electrical appliances, all inclusive.
- 2) Repairing of all types of lamp fittings including bay / street lights, ceiling, exhaust or any other fans, calling bells & their supply lines including replacement of all types of lamps, ballasts, holders, capacitors, rectifiers, fittings, fans, regulators etc all related accessories. All necessary cutting & fixing arrangements are to be done by contractor. Replacement of old luminaries by new luminaries' old fan, old Exhaust fan, and any other old electrical appliance by new are also included in scope of work.
- 3) Fixing of all types of lamp sheds in office, works including column lights & overhead lights, street light etc.
- 4) Repairing or replacement of all types of switches (tumbler, piano etc.), switchboards (wooden / PVC), plugs, sockets etc, if required, cutting of wooden / PVC or any board is to be done.
- 5) Temporary laying of any type of LT cables up to 3.5C x 300 sq. mm. along with necessary dismantling/ termination / joints, to restore / repair cable faults up to 3.5 C x 300 sq. mm. are to be carried out by the contractor. Sockets / kits what so ever materials required for these temporary jobs will be provided by BCL if available, else the contractor have to arrange the same immediately. The material cost will be reimbursed to contractor as per rates schedule in Annexure.
- 6) For permanent laying & termination of cables of size 3.5C x 150 sq. mm. and above for any new connection or new cable rearrangement on the old system the labour charges will be paid extra as per rates schedule in Annexure.

- 7) Dismantling of all wires & cables, of size below 3.5 C x 150 sq. mm. are to be carried out by you without any extra cost but Dismantling of cables of higher sizes will be paid extra as per schedule. It is contractor's responsibility to transfer all damaged cables to CW stores.
- 8) Providing assistance with desired manpower & all desired tools for fault finding in distribution lines (HT&LT) and repairing of the same on top priority basis.
- 9) In case of Fault in HT line / Devices, the contractor has to carry out repairing / rectification / diversion of cables / joints / terminations whatever required on top most priority / emergency basis (24 hours) till completion of the job. In such case alternate power source (Adequate Cap Diesel Generator) if required shall have to arrange by the contractor without any extra cost.
- 10) Replacement of damaged wirings as required.
- 11) After repairing, all old / replaced materials, if any, are to be returned to Clive Works' Stores.
- 12) For rewinding / repairing job, PWP (Prior Written Permission) should be taken from In-charge Maintenance.

***[Note: It is mandatory for the contractor to carry out additional jobs, immediately as per instruction of In charge Maintenance or his authorized representatives. If the contractor does not attend and executes the additional job after written instruction from the Maintenance Department; BCL shall be forced to carry out the same by any other contractor on emergency need basis. In such case, the cost incurred for execution of the job shall be deducted from the party's service bill for that month as penalty.]***

- 13) **Preventive Maintenance:** Apart from defects repair the contractor has to carry out the followings:
  - a) Checking cleaning and servicing of distribution boards in workshops / substations (Power Houses) are to be carried out periodically / on need basis. Painting of DBs once in a year (paint will be supplied by BCL).
  - b) Checking cleaning and servicing of all overhead bay lights column Lights in workshops / substations (Power Houses) are to be carried out periodically / on need basis. Painting of Fans and Tube light shed once in a year / as per requirement (paint will be supplied by BCL).
  - c) Checking cleaning and servicing of distribution boards switch boards all Electrical fittings (Light, Fans etc) in Head Office, Corporate Office, Workshop Office, all Canteens, Stores, all toilets, rooms, shop floor adjacent rooms, security quarters, entry gate, Estate area like Alipore, Saiyad Amir Ali Avenue, Dhakuria, Woodlands etc as per requirement. Painting of Fans and Tube light shed as per requirement (paint will be supplied by BCL).
  - d) Washing and Cleaning of all lighting fixtures, ceiling fans, exhaust fans etc. All cleaning should be done on need basis as per requirement. Washing powder, soap etc. will be provided by BCL.
- 14) All necessary consumables viz wooden plug/ chips, detofix, insulating materials, black tape and PVC tapes, wood screw, brass pin, steel pin, split pin, fuse wire, small screws, nut bolt washer for repairing / fixing of switch / plug switchboard etc. are to be arranged by the contractor on regular basis without any additional cost. It is not desired by BCL maintenance that day to day repair maintenance works are getting hampered for want of such most essential consumables.

**NOTE:**

• ***A logbook have to be maintained by the contractor for keeping record of Preventive Maintenance Job as mentioned before, and shall have to be signed by the Engineer of Maintenance Department.***

• ***In addition to the above, the contractor should attend all emergency breakdowns. All allied jobs related to emergency breakdowns are to be done by the contractor. The contractor also may be asked to carry out new installation jobs in Offices, Flats or Guest houses etc. A list of few such type of jobs is given in the Annexure 'A' and 'B'.***

- *Contractor may also require supplying some spares or materials in case of emergencies or in case they are not available in stores. A list of such items is given in the Annexure 'C'. However the party has to keep and maintain essential spares in his site stock at least 5% (approximate) material of quantity mentioned in the spares list in annexure – 'C', for the entire contract period, with no stock clearance from stores department, so that the same can be utilized during actual emergency. The contractor has to maintain a register for such spares with procurement document and same to be verified by the Maintenance department in every month. Payment of such spares will be made to the party on actual consumption basis. Monthly reconciliation of such spares has to be submitted by the party.*

(C) **Manpower:**

Minimum 3 (Three) persons (two skilled electricians and one semi-skilled helper) shall be engaged by the contractor from 9:00 AM to 9.00 PM (in two shifts) for all working days (at present Monday to Saturday) to attend day-to-day requirements for the jobs as given in scope of work. The Contractor has to provide Minimum 3 (Three) persons (two skilled electricians one semi-skilled) from 8.00 AM to 4.30 PM on every Sunday (Maintenance Day). Beside the above, if additional manpower required for executing the awarded job in time, the same must be engaged by the contractor without any extra cost to BCL. The contractor has to maintain attendance register with in & out time for their men. It is desirable that the contractor should also keep close monitoring on day to day requirement related to their job and progress of work along with activities of their employees so that BCL can get smooth trouble free service against this AMC.

(D) **Working hours:**

Contractor have to provide required manpower from 9.00 a.m. to 9.00 p.m. for every working days and 8:00AM to 4:30PM on weekly off days & holidays (optional on emergency only). In case the party needs to work extra hours beyond duty hours for rectification of faults, the same to be carried out on requirement basis on written permission of In-charge Maintenance Department. However, no extra cost shall be paid in this regard. (Keeping the working hour same as above, the duty timing may change as per discretion of Maintenance In-charge BCL).

(E) **Working / Non working Holidays & Nightshifts:**

Apart from the above there shall not be any payment to be given to the contractor for non-working Holidays in a month. Deduction from non working holidays shall be considering 8 hours duty like Sunday. However, in case of emergency requirement for Production Department, along with prior Permission from Maintenance Department, for any Night shift booking / holiday booking, payment shall be made to the contractor on pro-rata basis.

(F) **Log book and certification of bills:**

The Contractor has to maintain separate log book for Preventive maintenance, Maintenance repair against breakdown reports and addition installation / repair work as per requirement of BCL Maintenance.

Log book for Preventive maintenance job must consist with detail of preventive maintenance job carried out along with consumption of spares. The preventive job whatever carried out by the contractor men must be certified/ witnessed by the user or by the user department. This log book also has to be duly verified by Maintenance Department on daily basis. The contractor has to provide the schedule for preventive maintenance within 1 month from the date of execution of job.

Daily Log book for Breakdown Maintenance job must consist with detail about the fault report with time, detail on the rectification work carried out with time of commissioning along with consumption of spares. The Breakdown Maintenance job whatever carried out by the contractor men must be certified/ witnessed by the user or by the user department. This log book also has to be duly verified by Maintenance Department on daily basis.

On the basis of the above log books the contractor have to prepare monthly service statement comprising job carried out on daily basis, location, time of fault, time of restore and use of spares (supplied by BCL / Contractor).

(Note: The monthly service bill (AMC Bill) will be certified on the basis of above service statement , stock register and monthly reconciliation statement of essential spares)

**Log book for Extra jobs / Emergency Breakdown jobs related to additional work towards labour and supply of spares:**

*Such type of job must be recorded in a separate logbook. The contractor have to take prior written permission along (PWP) from Maintenance Department with clear instruction of the job to be carried out and the spares to be supplied for complete execution / rectification of faults. Bills for such type of additional job will be certified on the basis of (i) Prior Written Permission (PWP) for the job and supply of spares along with no Stock certificate from stores for spares. (ii) Copy of challan, duly endorsed by security Dept, Maintenance Dept and receipted by Stores. (iii) Copy of Stores' receipt of old & damaged parts. (iv) Inspection report after satisfactory completion of the job duly signed from Maintenance Dept.*

**(G) HT License:**

The contractor should possess valid Electrical contractor's license issued by Govt. of West Bengal for working in HT & LT lines and installations. An copy of such certificate should be submitted along with Techno-commercial part.

**(H) Safety:**

The contractor shall at his own cost comply with all precautions and measures as required for the safety of the workmen and shall at his own expense arrange for all the safety provisions as per the safety codes of Bureau of Indian Standards, The Electricity Act, and such other acts as applicable. The contractor shall provide all necessary safety equipment to the workmen and staff and ensure the use of the same by them during the period of work.

In the event of any accident happening BCL premises / other places of work specified in the tender resulting in loss of lives or property, the contractor shall be required to make good the loss to the company and shall be responsible for all consequences that follow from loss and / or injuries to the persons involved in such accidents. BCL, under any circumstances, will not be held responsible for such accidents or loss of lives / property.

Braithwaite will provide working space, compressed air, water, electricity, crane facilities, oxy-acetylene gas, welding machine, machining facility (operator has to be arranged by contractor), heat varnish chamber, testing facility as available, MS scrap, general paint etc.

**(I)** Contractor has to provide all tools & tackles, cutting torch / welding torch / electrodes and all type of nozzles for such work, gas cutting / gas welding / gas welding pipes and pressure gauges, blow pipe, kerosene oil, cloth, paint brush, all types of bolts, nuts and washers, all types of screws (steel or brush), link clips, saddle, fixture for wiring, scaffolding, ladders (wooden and aluminum), drill machine, drill bits, detofix or any other type of fixing / plugging material like m-seal, quick fix, special glue, varnish, chemicals etc for day to day work without extra cost.

**(J)** In case any equipment / material is required to be taken out from BCL premises, the contractor should take it out with proper challan & gate pass (necessary permission should be taken from In-charge Maintenance) against suitable security. Amount of security will depend on the item to be taken out & will be decided by the In-charge Maintenance. The security will be returned when the item is returned to BCL.

- (K) In case, there is any damage to company's property by your men during execution of the awarded job, an equivalent amount to be decided by BCL, shall have to be paid by you as compensation.
- (L) All service job, repair rectification work and supplied materials should be under Warranty / Guarantee period of 6 months from the date of completion / supply.

**(II) GENERAL TERMS & CONDITIONS**

**1) Earnest Money Deposit (E.M.D.): ₹ 25,000/-** (Rupees Twenty Five Thousand Only)

Earnest Money Deposit of ₹ 25,000/- is required to be submitted either in the form of Demand Draft / Pay Order drawn in favour of "BRAITHWAITE & CO. LIMITED", payable at Kolkata or in the form of Bank Guarantee. In case of BG, the validity period should initially be 120 days from the date of opening of Tender.

Firms registered with DGS&D, MSME Units and SSI units with valid single point registered with NSIC, for the tendered jobs/items and PSU units may be exempted from submission of EMD. The earnest money is liable to be forfeited if the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.

Earnest Money lodged by unsuccessful bidder(s) shall be refunded to them immediately after finalization of the tender.

In case of the successful bidder(s), the same shall be retained by the BCL, till submission of security deposit/performance guarantee or if so decided by the bidder(s), may be adjusted against Security Deposit for the said job.

**2) SECURITY DEPOSIT:**

For due fulfillment of the contractual obligations, the successful bidder shall furnish 5% of contract value as Security Deposit in the form of Demand Draft / Pay order drawn in favour of "BRAITHWAITE & CO.LTD.", payable at Kolkata or in the form of Bank Guarantee (as per format provided by the Purchaser). This Security Deposit should be submitted within 15 days of receipt of Purchase Order and shall be retained with purchaser till completion of warranty period. In case of BG submitted as SD, the validity of the same must remain valid till warranty / guarantee period.

Security Deposit may also be built up by deducting the amount proportionately from each bill of the contractor on request. However, 50% of the total amount of Security Deposit must to be deposited by the successful bidder on receipt of Purchase Order. Balance 50% may be recovered from running bill(s). Security Deposit will be returned only on completion of guarantee / warranty period.

In respect of Firms registered with SSI, NSIC, MSME Units, DGS & D, RDSO and for PSU units, SD submission may be waived.

The proceeds of the security deposit or proceeds on invocation of BG submitted as S.D. shall be payable to the purchaser as compensation for any loss resulting from the contractor's failure to complete its obligations under the contract.

As and when an amendment is issued to the contract, the contractor shall within 15 days of the receipt of such an amendment furnish to the purchaser an amendment to the security deposit.

**3) PERFORMANCE GUARANTEE:**

The successful bidder shall also have to submit a Performance Bank Guarantee (PBG) for a sum equal to 5% of the contract value **as per format to be provided by BCL** after receipt of order and before receipt of first payment. The Performance Guarantee shall remain valid up to guarantee / warranty period.

The Security Deposit, if submitted, can be converted to Performance Bank Guarantee and no separate PBG is required to be submitted. PBG shall be returned / refunded only after successful completion of warranty period of the contract.

While submitting request for release of Security Deposit / PBG after completion of awarded job, contractor shall submit necessary copies of proof for deposit of respective SD / PBG in detail, P.O details and execution details as per requirement of BCL.

**4) VALIDITY:** Offer shall remain valid for 90 days from the date of opening the tender.

**5)** Purchaser may ask for further clarification / documents during scrutiny of techno commercial bid(s) received.

**6) Quantity Variation:** Order quantity / value / period during currency of the contract may vary within  $\pm 30\%$  of original tendered quantity / value / period for which no confirmation shall be taken. BCL also reserves the right to place repeat order for maximum 75% of original order quantity / value / period at the same rate & terms of original order for which, acceptance of the same from the supplier shall be taken prior to placement of such order.

**7) Inspection:** To be done by BCL.

**8)** Rejected materials is/are to be replaced within 3 days from the date of supply at free of cost.

**9)** The entire job is to be carried out at Clive Works and under the supervision and instruction of Maintenance In-charge – CW /VW or his any authorized representative.

**10)** BCL reserves the right to terminate the order with 7 (seven) days notice at any point of time in case poor performance / poor quality of workmanship and materials.

**11) Indemnity:** Bidder shall indemnify BCL against all claims in respect of their contractual obligations in the event of non-compliance of statutory rules / obligations / laws / taxes & duties etc.

**12) Liquidated Damages :** In the event of failure on the part of the contractor to complete the job within the stipulated completion period, Braithwaite reserves the right to recover a sum of 0.5 % for every week of delay or part thereof by way of L.D. subject to a maximum of 10 % of the ordered value.

**13) Risk Purchase :** In the event of failure on the part of the contractor to complete the job within the reasonable period of time as decided by the Purchaser, the purchaser reserves the right to get the job done by other Agency / Agencies as per the order on Risk Purchase basis and shall recover the extra cost thereof, if incurred, from the contractor. BCL reserve the right to forfeit the Security Deposit also of the defaulting firm.

**14) Arbitration :** All questions, disputes or differences whatsoever shall, arise between the purchaser and the contractor upon or in relation to or in connection with the contract, either party may forthwith give to the other notice in writing of the existence of such question, dispute or difference and the same shall be referred to the adjudication of sole arbitrator. MD / CMD - BCL shall have the right and authority to appoint any officer of the Company as Arbitrator not below the rank of a General Manager who is not directly connected with purchase order.

Such a reference submitted to the Arbitrator shall be deemed to be the submission to the Arbitrator within the meaning of the Arbitration and Conciliation Act, 1996 statutory modification thereof. The proceedings of the Arbitration shall be held in Kolkata.

**15)** Any legal dispute that may arise will be settled within the jurisdiction of court of Kolkata.

**16) Statutory Obligations:**

The contractor will have to comply with all statutory responsibilities / obligations as under:

- i) Contract labour (Regulation & Abolition) Act, 1970.
- ii) Contract Labour (Regulation & Abolition) Rules, 1970.
- iii) E.S.I. Act Scheme.
- iv) Minimum Wages Act & Rules as fixed by Govt. time to time.
- v) P.F. Act, 1952, Pension Act and allied scheme.
- vi) Payment under Bonus Act.
- vii) To contribute as per Provident Fund Act, 1952. E.S.I. Scheme Act and Scheme & Minimum Wage Act & Rules as fixed by Govt. time to time.
- viii) The bidder should also have PF & ESI registration. Copies of the same are to be enclosed with Techno-commercial Bid.

**17)** List of probable spares / services with quantity (**TENTATIVE**) for different groups / categories is furnished in Annexure-‘A’, ‘B’ & ‘C’. Unit rate of services (ie; labour work) as per Annexure-‘A’ & ‘B’ including service tax and unit rate of spares as per Annexure-‘C’ including all taxes shall be submitted along with Part-II (Price Bid) offer only.

**18)** Quoted rate for AMC charges (including operation wherever included) shall not include Service Tax. However, Service Tax shall be paid extra at actual as applicable as per Govt. rules against submission of documents evidencing payment of such taxes.

**19)** Quoted unit rates of spares (as per Annexure-‘C’) shall include all taxes & duties applicable for the respective items. No separate payment towards taxes & duties shall be paid on account of such spares (as per Annexure-‘C’).

**20)** Quoted unit rates of labour work (as per Annexure--‘A’ & ‘B’) shall include service tax applicable for the respective items. Separate payment towards service tax shall not be paid on account of such job (as per Annexure- A’ & ‘B’) against submission of documents evidencing payment of such taxes.

**21)** For making payment against supply of spares / service jobs (as per Annexure-‘A’, ‘B’ & ‘C’), separate Dummy Order(s) shall be issued on receipt of Prior Written Permission (PWP) & Joint Inspection Report (JIR) duly recommended and certified by In Charge-Maintenance.

**22)** Price quoted / ordered rate(s) should remain Firm up to completion of obligations under the contract. No claim for price increase shall be entertained.

**23) Evaluation of lowest bid:**

Evaluation shall be done in totality for AMC charges received from the bidder(s), exclusive of Service Tax, as per price bid format. Rates of spares / services as per Annexure-‘A’, ‘B’ & ‘C’ shall not come under evaluation of lowest bid. However, rates of such spares / services may be subject to negotiation with the lowest bidder.

**24) Payment terms:**

100% payment shall be made after 30 days from the date of submission of monthly service bill (AMC bill) along with all relevant documents for AMC charges, duly certified by In-charge (Maintenance)-CW/VW or his any authorized representative on the basis of service statement, stock register and monthly reconciliation statement of essential spares.



- 25)** Payment of Service tax shall be made against submission of documentary evidences.
- 26)** For payment of the cost for labour job (as per as Annexure-A & B), following documents are to be attached with Bill for Spares and to be submitted within 30 days from the date of receipt of Dummy Order for concerned spare(s).
- i) Copy of JIR, duly signed by BCL authority & contractor.
  - ii) Prior Written Permission (PWP) for supply of spares (if any) along with the inspection report from maintenance department for execution of the job.
  - iii) Completion report of the job duly signed by BCL authority & contractor.
- 27)** For payment of the cost of **Spares (as per as Annexure-C)**, following documents are to be attached with Bill for Spares and to be submitted within 30 days from the date of receipt of Dummy Order for concerned spare(s).
- (i) Copy of JIR, duly signed by BCL authority & contractor.
  - (ii) Prior Written Permission (PWP) for supply of spares along with the inspection report from maintenance department for execution of the job.
  - (iii) No Stock Certificate from Stores Department.
  - (iv) Copy of challan, duly endorsed by Security Department, Maintenance Department and received by Stores.
  - (v) Copy of the Store's receipt for old & damaged parts.
  - (vi) Completion report of the job duly signed by BCL authority & contractor.
- 28)** 100% payment for spares/service job (as per Annexure-A, B & C) against Dummy order shall be released after 30 days from the date of submission of bills, duly certified.
- 29)** A copy of un-quoted price bid (without price) should be given in Part-I offer mentioning in relevant column as '**Quoted**' and '**Not Quoted**'.
- 30)** An unconditional acceptance of all notes, terms & conditions of the tender must be given along with the offer in Techno-Commercial Bid (Part-I). In absence of receipt of specific acceptance, submission of this tender enquiry copy duly signed with stamp & date on all the pages shall also be considered as unconditional acceptance of the tender.
- 31)** All information, documents etc. shall be given in Part-I offer while Part-II bid shall contain only price part as per format (preferable).
- 32)** Price Bid part shall be opened only if Part-I Bid is qualified.
- 33)** **Braithwaite & Co limited reserves the right to:**
- Cancel the tender at any stage.
  - Postpone the above-mentioned due date.
  - BCL shall not be responsible for any delay, loss, damage for bids sent by post.
  - BCL shall not be liable for any expenses incurred by bidder in preparation of bid irrespective of whether it is accepted or not.
  - Canvassing i.e. soliciting favour, seeking advantage etc. in any form is strictly prohibited and any bidder found to have engaged in canvassing shall be liable to have his bid rejected summarily.
  - If the bidder deliberately gives any wrong information in his tender to create in circumstance for the acceptance to his bid, Braithwaite reserves the right to reject such offer.

**III) DOCUMENTS TO BE SUBMITTED ALONG WITH TECHNO-COMMERCIAL BID:**

- i) EMD of requisite value (not applicable to those who are exempted as per tender terms).
- ii) PAN and copy of IT returns filed with IT authority.
- iii) Copies of valid registration certificates of Service Tax.
- iv) Documents related to Registration with PF & ESI authorities.
- v) A declaration letter that the offer is submitted after knowing clearly & fully the nature of job & area for the tendered job.
- vi) Copy of Trade License and certificate / license issued by Govt. of W. B. for working in HT & LT lines and installation should be given.
- vii) A copy of unquoted price bid duly signed.
- viii) Unconditional acceptance of the tender terms.

**Part-II: Price Bid:**

- i) Price Bid Part shall be opened only if Part –I is qualified
- ii) This part must be free from any condition and signed with stamp.
- iii) The quoted rate shall be mentioned in figure as well as in words. In case of difference, rates quoted in words shall only be considered.
- iv) Quoted rate should clearly indicate exclusive of Service Tax for AMC charges and inclusive of all taxes & duties for spares / services as per Annexure-‘A, B & C’)
- v) No over writing or correction /alteration will be allowed. Bid will be treated as cancelled if any over writing or correction is found in the price bid.
- vi) Quoted rate shall include all costs for labours, tools, tackles, materials etc.
- vii) Price Bid without signature shall be considered as cancelled
- viii) The bidder shall submit rates as per attached formats.

**PRICE BID FORMAT:**

**For AMC job only:**

<b>Sl. No.</b>	<b>Description</b>	<b>Quantity</b>	<b>Rate / month ( exclusive of service tax ) ( ₹ )</b>	<b>Total amount ( exclusive of service tax ) ( ₹ )</b>
01.	Maintenance Contract for HT / LT installations of CW Workshop, Office premises, Guest House, Security quarter, Gates, Security towers, KOPT lines passing through CW & VW.	24 months (2 consecutive years)		

- Notes:**
- (i) The quoted rate shall be as per scope and Terms & Conditions of the tender.
  - (ii) Quoted rate of AMC shall remain firm till completion of the contract. Quoted rate shall not include service tax.
  - (iii) Bidders shall quote separately unit rates of other job and spares as given in **Annexure-‘A’, ‘B’ & ‘C’** along with Price Bid.

**Annexure – A**

**List of other labour jobs (under labour charges only) with spares supply (if any) to be done on as and when required basis during contract period:**

<b>SL. No</b>	<b>Descriptions</b>	<b>Quantity (approx.)</b>	<b>Unit Rate</b>	<b>Total (all inc)</b>
1.	Labour charges for Overhead laying along with installation of MS Clamp on the wall or on the steel structure and dressing of following 1.1 KV grade armored new cables (approx height around 10 meter). A 3.5 C x 300 sq. mm Al B 3.5 C x 240 sq. mm Al C 3.5 C x 150 sq. mm to 3.5 C x 185 sq. mm Al	400 mtr 200 mtr 200 mtr		
2.	Labour charges for Underground laying including cutting of trench and filling upto 1 meter depth of following size LT new cables. A) 3.5 C x 300 sq. mm Al B) 3.5 C x 240 sq. mm Al C) 3.5 C x 150 sq. mm to 3.5 C x 185 sq. mm Al	100 mtr 100 mtr 100 mtr		
3.	Labour charges for Underground laying including cutting of trench and filling upto 1.5 meter depth of following size HT new cables. A) 3 C x 150 sq. mm to 3 C x 185 sq. mm B) 3 C x 300 sq. mm	100 mtr. 100 mtr.		
4.	Labour charges for termination of following LT cables. A) 3.5 C x 300 sq. mm Al B) 3.5 C x 240 sq. mm Al C) 3.5 C x 150 sq. mm to 3.5 C x 185 sq. mm Al	30Nos. 20Nos. 20Nos.		
5.	Labour charges for termination of following HT cables. A) 3 C x 150 sq. mm to 3 C x 185 sq. mm B) 3 C x 300 sq. mm	10Nos. 10Nos.		
6.	Labour charges for straight through joints of following LT cables. A) 3.5 C x 300 sq. mm Al 4 nos. B) 3.5 C x 240 sq. mm Al 2 nos. C) 3.5 C x 150 sq. mm to 3.5 C x 185 sq. mm Al 2 nos.	15Nos. 15Nos. 15Nos.		
7.	Labour charges for decompounding for any HT PILC cables including dismantling and re installation under repairing work.	10Nos.		
8.	Dismantling and permanent removal of damaged LT cables for new cable laying A) 3.5 C x 300 sq. mm Al B) 3.5 C x 240 sq. mm Al C) 3.5 C x 150 sq. mm to 3.5 C x 185 sq. mm Al	500 mtr 200 mtr 500 mtr		

**Annexure-A contd.**

<b>SL. No</b>	<b>Descriptions</b>	<b>Quantity (approx.)</b>	<b>Unit Rate</b>	<b>Total (all inc)</b>
9.	Filtration of transformer oil (test certificate including acidity test to be provided)	7500 ltr.		
10.	High pressure test of HT Transformer / Breaker / cables & joints etc.	10 Nos.		
11.	Rewinding of single phase ac sq cage motor with repairing of shaft end cover , replacement of bearings,etc of following capacity: A) 0.100 KW to 0.9 KW B) 1 KW 1.9 KW C) 2 KW 2.9 KW D) 3 KW 3.9 KW E) 4 KW 4.9 KW	4 nos. 4 nos. 4 nos. 4 nos. 4 nos.		
12.	Rewinding of three phase ac sq cage motor with repairing of shaft end cover, replacement of bearings, etc of following capacity A) 0.100 KW to 0.9 KW B) 1 KW 1.9 KW C) 2 KW 2.9 KW D) 3 KW 3.9 KW E) 4 KW 4.9 KW F) 5 KW 6.9 KW G) 7 KW 8.5 KW	4 nos. 4 nos. 4 nos. 4 nos. 4 nos. 4 nos. 4 nos.		
13.	Rewinding of D.C. motor with repairing of shaft end cover, replacement of bearings etc of following capacity A) 0.100 KW to 0.9 KW B) 1 KW 1.9 KW C) 2 KW 2.9 KW D) 3 KW 3.9 KW E) 4 KW 4.9 KW F) 5 KW 6.9 KW G) 7 KW 8.5 KW	4 nos. 4 nos. 4 nos. 4 nos. 4 nos. 4 nos. 4 nos.		
14.	Rewinding of cabin Fans with repairing of shaft end cover, replacement of bearings etc. Size 200 mm to 300 mm.	10 nos.		
15.	Rewinding of 300 mm exhaust fans with repairing of shaft end cover, replacement of bearings etc.	4 nos.		
16.	Rewinding of 600 mm exhaust fans with repairing of shaft end cover, replacement of bearings etc.	4 nos.		
17.	Rewinding of 900 mm exhaust fans with repairing of shaft end cover, replacement of bearings etc.	4 nos.		
18.	Rewinding of 1200 mm exhaust fans with repairing of shaft end cover, replacement of bearings etc.	4 nos.		

**Annexure – B**

**List of other labour jobs (under labour charges only) with spares supply (if any) for new installation jobs during contract period as and when required basis**

<b>SL. No</b>	<b>Description of Job</b>	<b>Quantity (approx.)</b>	<b>Unit Rate</b>	<b>Total (all inc)</b>
1.	Wiring for light point / fan point / exhaust fan point /call bell point with 1.5 sq. mm. FR PVC insulated copper conductor single core cable in surface / recessed medium class PVC conduit / casting – capping, with modular switch, modular plate, suitable PVC box and earthing the point with 1.5 sq. mm. FR PVC insulated copper conductor single core cable etc. as required).	40 nos.		
2.	Wiring for Circuit / sub main wiring along with earth wire with 2 x 1.5 sq. mm FR PVC insulated copper conductor, single core cable in surface / recessed medium class PVC conduit / casting capping as required.	400 Meters		
3.	Wiring for Circuit / sub main wiring along with earth wire with 2 x 2.5 sq. mm + 1 x 2.5 sq. mm. FR PVC insulated copper conductor, single core cable in surface / recessed medium class PVC conduit / casting capping as required.	80 Meters		
4.	Wiring for Circuit / sub main wiring along with earth wire with 2 x 4 sq. mm 1 x 4 sq. mm. FR PVC insulated copper conductor, single core cable in surface / recessed medium class PVC conduit / casting as required.	100 Meters		
5.	Fixing following Piano type switch / socket on the switch box / cover including connections etc. as required A) 5/6 amps switch B) 15/16 amps switch C) 5/6 amps socket D) 6 pin 15/16 amps socket	40 nos. 20 nos. 20 nos. 10 nos.		
6.	Fixing 25 mm PVC conduit / casting on wall / ceiling.	200 Mtrs.		
7.	Fixing of Single / double tube light fixture	10 nos.		
8.	Fixing of ceiling fan.	5 nos.		
9.	Fixing of decorative light fixtures	6 mtrs.		
10.	Installation of exhaust fan up to 450 mm sweep in the existing opening, including rectification of the damage if any, connection, testing, commissioning etc. as required	4 nos.		
11.	Fixing of the louvers / shutters complete with frame for a exhaust fan of all size.	2 nos.		
12.	Overhauling of ceiling fans, including replacement of bearings / bush and greasing etc. as required.	6 nos.		
13.	Fixing suitable size wooden / PVC box with Bakelite / hylam cover in front on surface or in recess, including fixing 6 pin 5/6 & 15/16 amps socket outlet and 15/16amps switch, connection etc. as required	10 nos.		
14.	Fixing wooden / PVC board along with base & cover for mounting switches & sockets on surface etc. as required	10 nos.		

**Annexure-B contd.**

<b>SL. No</b>	<b>Descriptions</b>	<b>Quantity (approx.)</b>	<b>Unit Rate</b>	<b>Total (all inc)</b>
15.	Fixing 20 A Modular Power unit, Northwest / Crabtree or equivalent, including suitable size PVC box, modular plate & cover in front on surface or in recess, including providing & fixing 20 Amps starter switch for AC and suitable modular switch, connection etc. complete as required.	15 nos.		
16.	Fixing 8 way, double door, single pole & neutral , sheet steel, MCB distribution board, 240 volts, on surface / recess, complete with tinned copper bus bar, neutral bus bar, earth bar, din bar, interconnections, powder painted including earthing etc. as required (but without MCB / RCCB/ Isolator )	2 nos.		
17.	Laying & connection of 8 swg GI earth wire.	500 mtrs.		

**Annexure - C**

**List of Spares with tentative quantity to be supplied in case of emergency / as & when required basis.**

<b>SL. No</b>	<b>Description of Job</b>	<b>Quantity (approx.)</b>	<b>Unit Rate</b>	<b>Total (all inc)</b>
1.	36/40 W Fluorescent Tube light ( Make: Phillips / Osram / Surya )	60 nos.		
2.	18 W Tube light ( Make: Phillips / Osram / Surya )	15 nos.		
3.	Copper ballast for 40 W tube light ( Make: Phillips/Osram/Surya)	20 nos.		
4.	Copper ballast for 18 W tube light (Make: Phillips/Osram/Surya)	10 nos.		
5.	Starter for 40 W tube light (Make: Phillips/Osram/Surya)	50 nos.		
6.	Holder for 40 W tube light (local make)	100 nos.		
7.	Calling Bell (Make: Bajaj/Anchor/Pritam)	10 nos.		
8.	(a) Fan capacitor of 1.0 to 2.5 and 3.0 to 6.0 mfd 250 to 500 volts (b)Rectifier unit for DC fans to run with AC supply	25 nos. each 25 nos.		
9.	(a) Electronic Step regulator 300 W (b) Electronic non step regulator 100 to 300 W	25 nos. 25 nos.		
10.	Ceiling fan of 36"/48"/56" sweep non decorative type.	10 nos.		
11.	Exhaust fan of 300 MM to 600 MM sweep	6 nos.		
12.	Wall Fan of 400 MM sweep	10 nos.		
13.	CFL Lamp of 8 W	20 nos.		
14.	CFL lamp of 11 W	50 nos.		
15.	CFL Lamp of 18 W	20 nos.		
16.	11 W PL Lamp	20 nos.		
17.	500 W halogen lamp shed complete	10 nos.		
18.	500 W halogen lamp for the above	10 nos.		
19.	500 W GLS lamp	10 nos.		
20.	100 W GLS lamp	50 nos.		
21.	15 W night lamp	20 nos.		
22.	Pendent holder	30 nos.		
23.	250 W SON lamp	10 nos.		
24.	400 W SON lamp	20 nos.		
25.	70 W SON lamp	20 nos.		
26.	Ballast for 70 W MH lamp	10 nos.		
27.	Ballast for 150 W MH lamp	10 nos.		

## Annexure - C (contd.)

SL. No	Description of Job	Quantity (approx.)	Unit Rate	Total (all inc)
28.	Ballast for 250 W SON/MH/HMPV lamp	10 nos.		
29.	Igniter for 250 W & 400 W SON / MH lamp	20 nos.		
30.	Porcelain holder for 150 W,400 W SON lamp	20 nos.		
31.	6 A, 3 pin plug top	20 nos.		
32.	6 A Tumbler switch	40 nos.		
33.	16 A Tumbler switch	20 nos.		
34.	6 A Piano 3 Pin plug socket	20 nos.		
35.	16 A Tumbler plug socket	15 nos.		
36.	6 A Piano switch	50 nos.		
37.	6 A Bell push	25 nos.		
38.	5 pin,5/6 A socket outlet	50 nos.		
39.	3 pin, 15 A switch socket comb. With box	15 nos.		
40.	16 A porcelain kitkat fuse complete with top & base	20 nos.		
41.	PVC tape 1.8 cm x 9 mm x 0.125 mm x 25 M ( three colour)	50 nos.		
42.	16 A SPN DP main switch	5 nos.		
43.	32 A DP main switch fuse unit	10 nos.		
44.	Straight Through joining Kit for 3.5C, 150 sq. mm.PVC / XLPE cable. Make: <b>Raychem</b>	10 nos.		
45.	Straight Through joining Kit for 3.5C, 240 sq. mm. PVC / XLPE cable. Make: <b>Raychem</b>	10 nos.		
46.	Straight Through joining Kit for 3.5C,185 sq. mm. PVC / XLPE cable. Make: <b>Raychem</b>	10 nos.		
47.	Straight Through joining Kit for 3.5C, 300 sq. mm. PVC / XLPE cable. Make: <b>Raychem</b>	10 nos.		
48.	3 core heat shrink type HT indoor joining Kit for 300 sq. mm. cable Make: <b>Raychem</b>	4 nos.		
49.	3 core heat shrink type HT indoor joining Kit for 185 sq. mm. cable Make: <b>Raychem</b>	8 nos.		
50.	3 core heat shrink type HT indoor joining Kit for 150 sq. mm. cable Make: <b>Raychem</b>	6 nos.		
51.	Various types of wooden board ( viz.4" x 4", 8"x 6", 10" x 12" etc and the rate of board should be given on square foot basis)	20 nos.		
52.	Various type of PVC board ( viz. 4" x 4", 8" x 6", 10" x 12" etc and the rate of board should be given on square foot basis)	40 nos.		
53.	Ceiling rose	20 nos.		
54.	Wooden extension board with 4x6A 3 pin socket, 4 x 6 A piano switch with Kitkat fuse with complete wiring and 3 pin extension cod of length 6 mtr.	15 nos.		
55.	Two core unsheathed 1.1 KV grade PVC insulated multi strand copper conductor of area 0.75 sq. mm.	500 mtr.		
56.	Single core unsheathed 1.1 KV grade PVC insulated multi strand Copper conductor of area 1.0 sq. mm.	500 mtr.		
57.	Single core unsheathed 1.1 KV grade PVC insulated multi strand Copper conductor of area 1.5 sq. mm.	500 mtr.		
58.	Three core unsheathed 1.1 KV grade PVC insulated multi strand Copper conductor of area 1.5 sq. mm.	300 mtr.		
59.	Single core unsheathed 1.1 KV grade PVC insulated multi strand Copper conductor of area 2.5 sq. mm.	200 mtr.		

**Annexure - C (contd.)**

<b>SL. No</b>	<b>Description of Job</b>	<b>Quantity (approx.)</b>	<b>Unit Rate</b>	<b>Total (all inc)</b>
60.	Single core unsheathed 1.1 KV grade PVC insulated multi strand Copper conductor of area 4 sq. mm.	200 mtr.		
61.	0.5 Amps to 4 Amps SP MCB	10 nos.		
62.	6 Amps to 16 Amp SP MCB	10 nos.		
63.	32 Amps SP MCB	10 nos.		
64.	0.5 Amps to 4Amp DP MCB	10 nos.		
65.	6 Amps to 16 Amp DP MCB	10 nos.		
66.	32 Amp DP MCB	10 nos.		
67.	63 Amp DP MCB	10 nos.		
68.	40 Amp TP MCB	10 nos.		
69.	63 Amp TP MCB	10 nos.		
70.	300 sq. mm reducer (pin) type copper crimping socket heavy duty.	15 nos.		
71.	300 sq. mm Flat copper crimping socket heavy duty	15 nos.		
72.	300 sq. mm Flat copper crimping socket heavy duty	30 nos.		
73.	70 sq. mm Flat copper crimping socket	30 nos.		
74.	50 sq. mm Flat Copper crimping socket	30 nos.		
75.	150 sq. mm reducer (pin type ) aluminium crimping socket heavy duty.	30 nos.		
76.	240 sq. mm reducer ( pin type ) aluminium crimping socket heavy duty	30 nos.		
77.	300 sq. mm reducer ( pin type ) aluminium crimping socket heavy duty	30 nos.		
78.	Double compression brass gland for following ( Make: Comet / Arun/ Raychem ) (a) 3.5C x 300 sq. mm. A1 (b) 3.5C x 240 sq. mm. A1 (c) 3.5C x 150 sq. mm. A1 (d) 3.5C x 70 sq. mm. A1 (e) 3.5C x 50 sq. mm. A1	10 nos. 10 nos. 10 nos. 10 nos. 10 nos.		
79.	Materials for laying 1.1 KV grade armored cables. (a) 3.5C x 300 sq. mm.A1 (b) 3.5C x 240 sq. mm.A1 (c) 3.5C x 150 sq. mm.A1	580 mtr. 150 mtr. 150 mtr.		
80.	Tapes required for termination of cables.	50 roll.		
81.	Bearings required for single phase AC sq. cage motors of following capacity. (a) 0.100 KW to 0.9 KW (b) 1 KW to 1.9 KW (c) 2 KW to 2.9 KW (d) 3 KW to 3.9 KW (e) 4 KW to 4.9 KW (f) 5 KW to 6.9 KW (g) 7 KW to 8.5 KW	10 nos. 10 nos. 10 nos. 10 nos. 10 nos. 10 nos. 10 nos.		
82.	Bearings required for three phase AC Sq. cage motors. DC Motors of following capacity. (a) 100 Watt to 1 KW (b) Above 1 KW to 2 KW (c) Above 2 KW to 3.5 KW (d) Above 3.5 KW to 5.5 KW (e) Above 5.5 KW to 8.5 KW	20 nos. 20 nos. 20 nos. 20 nos. 20 nos.		



**Annexure - C (contd.)**

<b>SL. No</b>	<b>Description of Job</b>	<b>Quantity (approx.)</b>	<b>Unit Rate</b>	<b>Total (all inc)</b>
83.	Bearings required for cabin fans	20 nos.		
84.	Bearings required for 12" exhaust fans	10 nos.		
85.	Bearings required for 24" exhaust fans	10 nos.		
86.	Bearings required for 48" exhaust fans	10 nos.		
87.	Bearings required for 56" exhaust fans	10 nos.		
88.	Bearings required for ceiling fans	30 nos.		
89.	Bushes required for ceiling Fans	30 nos.		
90.	Supply of following piano type switches / sockets on the switch box / cover (a) 5/6 Amps switches (b) 15/16 Amps switches (c) Pin 15/16 Amps sockets	50 nos. 30 nos. 20 nos.		
91.	Supply of 25 mm PVC conduit / casting on wall / ceiling	1000 mtr.		
92.	Supply of single tube light fixture / fittings	20 nos.		
93.	Supply of double tube light fixture / fittings	20 nos.		
94.	Supply of wooden switch box with Bakelite cover.	10 nos.		
95.	Supply of PVC switch box with Bakelite cover.	10 nos.		
96.	Supply of PVC / Wooden board along with base & cover for mounting switches & sockets on surface etc. as required.	50 nos.		
97.	Supply of PVC board along with base & cover for mounting switches & sockets on surface etc. as required.	50 nos.		
98.	Supply of 20 A Modular Power unit, Northwest / Crabtree or equivalent, including suitable size PVC box , modular plate and cover in front on surface or in recess, including providing and fixing 20 Amps starter switch for AC & suitable modular switch, connection etc. complete as required.	20 nos.		
99.	Supply of double door, single pole & neutral, sheet steel, MCB distribution board, 240 volts, on surface / recess , complete with tinned copper bus bar, neutral bus bar, earth bar , din bar, interconnections, powder painted including earthing etc. as required ( but without MCB / RCCB/ Isolator. (a) 4 way (b) 8 way (c) 16 way (d) 24 way (e) 32 way	2 nos. 2 nos. 2 nos. 2 nos. 2 nos.		