

CENTRAL ELECTRICITY REGULATORY COMMISSION

Ground Floor, Chanderlok Building
36, Janpath, New Delhi – 110 001

ADMIN-1/34(3)/2016/Gen-CERC

Dated, the 22 Jun, 2022

Sub: Scope of Work for Comprehensive Annual Maintenance Contract for 05 Servo Voltage Stabilizer 75 KVA oil cooled three phases with high/ low voltage cut off

Central Electricity Regulatory Commission, a statutory body set up under an Act of Parliament, invites sealed quotations for comprehensive Annual Maintenance Contract of five numbers of 75 KVA oil cooled three phase with high/low voltage cut off servo voltage stabilizers installed in the office premises of CERC as per format attached at Annexure-I.

2. The details of stabilizers are as under: -

Sl. No	Description	Qty
(i)	Servo voltage stabilizer 75 KVA oil cooled three phases with high/ low voltage cut off	05

3. **Eligibility Criteria: -**

3.1 The bidder desirous of participating in the tender should have fully operational registered/ Branch office located in **Delhi NCR**.

3.2 The bidder must have a valid **PAN/ TAN, GST Registration Number, Electrical Licence Registration No.** etc. Copies of the above documents should be enclosed along with the bid.

3.3. The bidder shall have minimum **03 years** of experience in comprehensive Annual Maintenance Contract for Servo Voltage Stabilizer/Electrical equipments at various organizations.

3.4. The bidder should also have satisfactorily executed similar **AMC for minimum 05 from State/Central Govt/PSUs organisations**. The bidder shall enclose copies of supporting documents. Experience of work in Central/State Governments/PSU organizations shall be preferred.

3.5 The bidder should not have been blacklisted/debarred by the Ministry of Finance or the Ministry of Power (MOP), Organizations under the jurisdiction of MOP, or CERC or any SERC/ JERC during last three years. An undertaking in this regard shall be given by the bidder in the format at Annexure-II.

4 Description of Work

4.1 The agency is responsible for Comprehensive maintenance the stabilizers of CERC. The agency shall be responsible for all preventive maintenance of the stabilizers and fault rectifications.

4.2 The agency shall be responsible for the maintenance towards routine servicing once in every quarter and labour for attending any number of breakdowns calls during the contract period and fault rectification on-site as well as off-site.

4.3. On receipt of a break down intimation, a qualified staff would be deputed immediately on the same day and fault would be rectified immediately on priority basis and within 24 hrs so as to ensure that stabilizers are functioning satisfactorily.

5. **TOOLS and EQUIPMENTS** - The agency shall arrange at its own expenses all necessary tools, equipments and required parts excluding batteries required for proper execution of the work.

6. **TENURE OF CONTRACT:** The tenure of the contract shall ordinarily be one year. However, the competent authority in CERC, may at the discretion, allow extension of the tenure of contract, up to two spells of one year each subject to satisfactory services of the firm.

7. The competent authority reserves the right to terminate the contract at any time before completion of the tenure in case the services of the firm are found unsatisfactory.

8. **SATISFACTORY SERVICES** - The decisions of Assistant Secretary (P&A), CERC or any other officer authorized by the Secretary, CERC, shall be final and binding on the firm / agency for the purpose of determining satisfactory services.

9. **PROHIBITION OF SUB CONTRACT** - The firm / agency shall not appoint any sub-contract for this work under any circumstances.

10. The payment towards AMC shall be released on quarterly basis on completion of period and on continued satisfactory service through RTGS/NEFT.

11. **DEDUCTION OF INCOME TAX AT SOURCE** - Since it is a "Works Job Order", Income Tax shall be deducted as source from all the accepted payment to be made, in accordance with the provision of Income Tax Act, 1961 as amended from time to time. The payment shall be released through RTGS after adjusting TDS and penalty (if any). For enabling RTGS (payment, the Contractor shall submit the details of bank account along with the bill. The TDS under section 206AB of the income Tax Act, 1961 will be deducted at higher of the following rates: -

- I. Twice the rate as specified under the relevant provision of the Income Tax Act; or
- II. Twice the rate in force; or
- III. At the rate of 5%

The newly inserted provisions of **section 206AB of the Income tax Act, 1961 will be effective from 1st July, 2021.**

12. **RESOLUTION OF DISPUTE** - In case of dispute the decisions of Secretary, CERC shall be final.

13. **Penalty Clauses:** -

(a) **Deficiency in quality:** In case of failure on the part of agency to remove the defect within a period of one week, the CERC shall have the discretion to get it rectified from other sources at contractor's risk and cost. An additional penalty of Rs.300/- per day per stabilizer shall be imposed whenever the breakdown is more than 48 hrs.

14. Only financial bids of those bidders shall be opened whose bids are found technically suitable as per eligibility criteria specified at para 3 above and are accepted by the Competent Authority in CERC.

15. The decision of CERC on evaluation of bids shall be final and no representation shall be entertained in this case.

16. The Secretary, CERC reserves the right to accept or reject any or all the quotations without assigning any reason whatsoever.

17. **Last Date of receipt of tender:** The tender, complete in all respects, should be reach the Assistant Secretary (P&A), CERC, Ground Floor, Chanderlok Building, 36 Janpath, New Delhi-110001 by 15.00Hrs on 13th Jul, 2022.



(Rajiv Kumar)
Assistant Secretary (P&A)
Tel: 23353503

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36, Janpath, New Delhi – 110 001

Annexure-I

1. Name of the Firm _____
2. Address _____

3. Telephone No. _____ Fax No. _____
4. PAN No. _____
5. Service Tax Registration No. _____
6. GST No. _____
7. List of Clients *(Additional sheet may be used if the space provided below is insufficient):*

Sl. No	Name of the Client	Duration of service			Remarks (if any)
		From	To	Total	

9. Rate quoted by the agency: -

Sl. No	Description	Rate Quoted/per annum per Unit with GST	Total Rate Quoted/per annum With GST	Remarks
(i)	Charges for Comprehensive annual maintenance contract of servo voltage stabilizers			

10. Taxes applicable shall be payable by CERC.

Dated: _____

(Signature of the authorized signatory)

Full Name _____

Mob. No. _____

Company Seal _____

List of Enclosures:

- i. Attested copy of PAN/GST No.
- ii. Attested copy of Service Tax Registration No.
- iii. Experience certificate from client organizations.

Declaration/Certification

To

The Assistant Secretary (P&A)
CERC
Ground Floor, Chanderlok Building,
36, Janpath New Delhi - 110001

Sir

I have carefully gone through the Terms & Conditions contained in the bid regarding comprehensive Annual Maintenance Contract of 75 KVA oil cooled three phase with high/low voltage cut off servo voltage stabilizers". I hereby declare that my firm has not been debarred / blacklisted by the Ministry of Finance or the Ministry of Power (MOP) or organizations under the jurisdiction of MOP, or CERC or any SERC/ JERC. I further certify that I am an authorised signatory of my company/firm and therefore competent to make this declaration.

Yours'sincerely

Name:

Designation:

Company/firm:

Address: