

Sub : Inviting BID for carrying out of Preventive Maintenance, Oil Filtration & Low Voltage testing of 400 KVA 11/0.433 KV Voltamp make Transformers bearing Sr.No. : JN- 45721/1 and JN 45721/2 at HUDCO Building, Ahmedabad.

Dear Sir,

Housing & Urban Development Corporation Limited (HUDCO) is a fully owned Government of India Enterprise under the administrative control of Ministry of Housing & Urban Affairs.

HUDCO would like to award service work of **carrying out of Preventive Maintenance, Oil Filtration & Low Voltage testing of 400 KVA 11/0.433 KV Voltamp make Transformers bearing Sr.No. : JN- 45721/1 and JN 45721/2** at Ahmedabad. The terms and conditions for inviting Bid for work are as follows:-

Scope of work :

carrying out of Preventive Maintenance, Oil Filtration & Low Voltage testing of 400 KVA 11/0.433 KV Voltamp make Transformers bearing Sr.No. : JN- 45721/1 and JN 45721/2

1. Dis-Connection of Primary & Secondary terminations.
2. Cleaning of HV & LV bushings.
3. Testing of transformer for Voltage ratio test, Magnetic balance test, Insulation resistance test, BDV of Oil, and Open Circuit test.
4. Thorough Checking for oil leakages and attending the same.
5. Checking of oil level and topping-up the same.
6. Oil filtration work, till the desired BDV Value of Oil is achieved.
7. Replacement of Silicagel.
8. Re connection of Primary & Secondary terminations.
9. Check thorough tightness of all hardware/fasteners on HT/LT Terminations.
10. Required spares/Oil etc to be arranged by HUDCO only, else arrange by you at an extra cost.
11. Providing Oil filtration machine for filtering transformer Oil.

Other Terms and Conditions:

1. The services work description is given at **Annexure II** and the rates should be quoted against each item on **Annexure II**.
2. The rates quoted should be mentioned clearly as basic rate, Taxes as per the Financial Bid enclosed as **Annexure –II**
3. The vendor shall carry out the repairs & other transformer services as per the specification of OEM i.e. M/s. Voltamp.
4. The vendor shall ensure that after carrying out the repair & other transformer services, the transformers are performing as per the standard of OEM & need to submit a certificate from OEM that repairs & services are as per standard parameter and transformers are fit for further usage.
5. The vendor shall carry out repair & service of transformer using original OEM spare / parts / OEM approved spare parts.

6. The agency should be GST Registered and shall provide the proof of GST Registration Certificate. The bills raised for the services provided should be strictly in line with GST Act.
7. Agency should have an office in Ahmedabad.
8. The agency shall provide a copy of PAN card.
9. All taxes and levies should be clearly mentioned. No extra cost will be paid, if any.
10. Bid may be sent by post or deposited in **Tender Box** available at reception in HUDCO Ahmedabad Regional Office.
11. Bid should be Submitted in three sealed covers containing EMD, Technical and Financial Bid and finally placed in one sealed cover superscribing on top **“Offer for Empanelment of Travel Agency for Air ticket booking for HUDCO, Ahmedabad Regional Office”** with the name and full address of your organization should be sent to:

The Regional Chief,
HUDCO, Ahmedabad Regional Office
HUDCO Bhawan, 2nd Floor, Ishwar Bhuvan Road,
Navrangpura,
Ahmedabad – 380 009

Bid should be completed in all respects and should reach latest by 3.00 p.m. on or before 25.01.2023. Incomplete Bids received later than the stipulated date and time shall be summarily rejected. HUDCO shall not be responsible for postal delay. The technical bid (Annexure 1) shall be opened on 25.01.2023 at 03.30 pm. The bid shall be first assessed technically and the financial bid (Annexure 2) of only those Bid which are technically qualified alongwith submission of EMD of required amount of Rs.1500/- will be opened.

12. EMD OF Rs. 1500/- in the form of DD should be drawn in favour of HUDCO, payable at Ahmedabad.
13. In case of bidders who are registered with MSME, no EMD shall be payable and any other relaxations, as may be announced by the Govt. from time to time, shall be applicable to them subject to full compliance of other terms and conditions of the tender and contract. The bidder will have to submit the copy of registration (with MSME), certificate/document along with Technical Bid.
14. EMD of successful bidder shall be retained as Security Deposit and shall be refunded after completion of contract period.
15. Payment of services work shall be made by way of e-payment mode on satisfactory completion whole work of the agency after deducting applicable taxes. The payment will be made against the bill amount claimed by agency
16. Quotations should be submitted for whole work as detailed in the scope of work & financial bid and quotations submitted for part work will not be accepted.
17. Additional conditions on any account stipulated by bidders will not be accepted.
18. Copy of any three Work orders alongwith performance certificate issued by clients, copy of GST registration certificate are to be enclosed in technical bid (as per **Annexure -I** enclosed). for qualification.
19. The financial bid (as per **Annexure -II** enclosed).

20. Bidder, before submitting of quotations should clearly understand HUDCO's requirement and may visit Office for inspection of transformers during working days (between 09:30 hrs to 18:00 hrs on Monday to Friday).
21. The work will be awarded to the firm which has quoted the lowest bid.
22. HUDCO reserves the right to accept or reject any or all the quotations without assigning any reason.
23. Any modification in the offer after the opening date will not be considered.
24. Bids should be complete in all respects and should fulfill all requirements or else it is liable to be rejected without assigning any reason & any communication. In addition, the bidder will be disqualified, if at any point of time it is found that information provided by him is incorrect.
25. HUDCO reserves the right to seek any clarification or verification of any information supplied by the bidder.
26. The period of work shall be for one or two days after commencing the work.
27. All the matter of dispute arising out of this shall be subject to courts of Ahmedabad, jurisdiction only.
28. In case of any discrepancy the English version will prevail.

Thanking you,

Yours faithfully,

Vimal Kumar Sharma
Deputy General Manager (Project)

**Quotation for carrying out of Preventive Maintenance, Oil Filtration
& Low Voltage testing of 400 KVA 11/0.433 KV Voltamp make
Transformers bearing Sr.No. : JN- 45721/1 and JN 45721/2 at
HUDCO Building, Ahmedabad.**

Technical Bid

(To be submitted in separate sealed envelope)

1	Name of the Agency & its CEO	:	
2	Address & telephone no	:	
3	No of years in existence (Establishment Certificate issued by local body / Professional Tax receipt / GST Registration / Certificate of Incorporation / Partnership Deed)	:	
4	Company's Legal Status		(Limited Company / Undertaking / Joint Venture / Partnership / Others)
5	Company Category		MSME / Others
6	GST No. Enclose copy of Registration (Certificate of GST)		
7	Bank Details : Name of Bank & Branch Address & Tele. No., Fax No Type of A/c & A/c. No. MICR code of Bank IFSC Code of Bank		
8	EMD Amount with details		
9	PAN no (Copy enclosed)		

Date :

Signature :

Name of Authorized Person :

Name of Agency :

Seal

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Building, Ahmedabad.**

Financial Bid

Items for Transformer Services	Total Amount (Amt. in Rs.) (Excluding GST)
Supply of Oil filtration machine on rental basis for filtering transformer Oil. (Rent for One Day)	
Team for the work of Preventive Maintenance, Oil Filtration & Low Voltage Testing of 400 KVA 11/0.433 KV Voltamp make Transformers bearing Sr.No. : JN- 45721/1 and JN 45721/2 (Rate for 1 Transformer) as indicated in Scope of work.	
Required extra material Teflon Washer set, Gasket and Silica Gel as approved by OEM.	
Total Amount	
Add :- GST @ __%	
Final Amount	

Note :

1. Applicable rate of Taxes should be clearly mentioned in above column.

Date :

Signature :

Name of Authorized Person :

Name of Agency :

Seal